

BID NO.: 1233-5/19

OPENING: 2:00 P.M.
WEDNESDAY
JULY 29, 2009

MIAMI-DADE COUNTY, FLORIDA

INVITATION
TO BID

TITLE:

ELEVATOR MAINTENANCE SERVICES AND MODERNIZATION OF ELEVATOR
EQUIPMENT FOR VARIOUS MIAMI-DADE COUNTY DEPARTMENTS

THE FOLLOWING ARE REQUIREMENTS OF THIS BID, AS NOTED BELOW:

BID DEPOSIT AND PERFORMANCE BOND:.....	N/A
CATALOGUE AND LISTS:.....	N/A
CERTIFICATE OF COMPETENCY:.....	SEE SECTION 2.0; PARA. 2.14
EQUIPMENT LIST:.....	N/A
EXPEDITED PURCHASING PROGRAM (EPP)	N/A
INDEMNIFICATION/INSURANCE:.....	SEE SECTION 2.0; PARA. 2.11
LIVING WAGE:	SEE SECTION 2.0; PARA. 2.22
PRE-BID CONFERENCE/WALK-THRU:.....	SEE SECTION 2.0; PARA. 2.3 & 2.8
SMALL BUSINESS ENTERPRISE MEASURE:.....	SEE SECTION 2.0; PARA. 2.2
SAMPLES/INFORMATION SHEETS:	N/A
SECTION 3 – MDHA:.....	SEE SECTION 2.0; PARA. 2.53
SITE VISIT/AFFIDAVIT:.....	N/A
USER ACCESS PROGRAM:.....	SEE SECTION 2.0; PARA 2.21
WRITTEN WARRANTY:.....	N/A

FOR INFORMATION CONTACT:

Jose A Sanchez at 305-375-4265, or at sanchez@miamidade.gov

IMPORTANT NOTICE TO BIDDERS:

A Small Business Enterprise (SBE) bid preference applies to this solicitation

MIAMI-DADE COUNTY
DEPARTMENT OF PROCUREMENT MANAGEMENT
PURCHASING DIVISION

FAILURE TO COMPLETE THE CERTIFICATION REGARDING LOCAL PREFERENCE ON
PAGE 132 OF SECTION 4, BID SUBMITTAL FORM SHALL RENDER THE VENDOR
INELIGIBLE FOR LOCAL PREFERENCE

FAILURE TO SIGN PAGE 132 OF SECTION 4, BID SUBMITTAL FORM WILL RENDER
YOUR BID NON-RESPONSIVE

MIAMI-DADE COUNTY, FLORIDA

INVITATION TO BID

Bid Number: 1233-5/19

Title: Elevator Maintenance Services and Modernization of Elevator Equipment for various Miami-Dade County Departments

Sr. Procurement Contracting Agent: Jose A Sanchez

Bids will be accepted until 2:00 p.m. on Wednesday, July 29, 2009

Bids will be publicly opened. The County provides equal access and does not discriminate on the basis of disability in its programs or services. It is our policy to make all communication available to the public, including those who may be visually or hearing impaired. If you require information in a non-traditional format please call 305-375-5278.

Instructions: The Clerk of the Board business hours are 8:00am to 4:30pm, Monday through Friday. Additionally, the Clerk of the Board is closed on holidays observed by the County. Each Bid submitted to the Clerk of the Board shall have the following information clearly marked on the face of the envelope: the Bidders name, return address, Bid number, opening date of the Bid and the title of the Bid. Included in the envelope shall be an original and two

SECTION 1 GENERAL TERMS AND CONDITIONS

1.1. DEFINITIONS

Bid -- shall refer to any offer(s) submitted in response to this solicitation.

Bidder -- shall refer to anyone submitting a Bid in response to this solicitation.

Bid Solicitation -- shall mean this solicitation documentation, including any and all addenda.

Bid Submittal Form -- defines the requirement of items to be purchased, and must be completed and submitted with Bid. The Bidder should indicate its name in the appropriate space on each page.

County -- shall refer to Miami-Dade County, Florida

DPM -- shall refer to Miami-Dade County's Department of Procurement Management.

Enrolled Vendor -- shall refer to a firm that has completed the necessary documentation in order to receive Bid notifications from the County.

Registered Vendor -- shall refer to a firm that has completed the Miami-Dade County Business Entity Registration Application and has satisfied all requirements to enter into business agreements with the County.

The Vendor Registration Package -- shall refer to the Business Entity Registration Application.

For additional information about on-line vendor enrollment or vendor registration contact the Vendor Assistance Unit at 111 N.W. 1st Street, 13th Floor, Miami, FL 33128, Phone 305-375-5773. Vendors can enroll online and obtain forms to register by visiting our web site at www.miamidade.gov/dpm

1.2. INSTRUCTIONS TO BIDDERS

A. Bidder Qualification

It is the policy of the County to encourage full and open competition among all available qualified vendors. All vendors regularly engaged in the type of work specified in the Bid Solicitation are encouraged to submit Bids. Vendors may enroll with the County to be included on a notification list for selected categories of goods and services. To be eligible for award of a contract (including small purchase orders), Bidders must become a Registered Vendor. Only Registered Vendors can be awarded County contracts. Vendors are required to register with the County by contacting the Vendor Assistance Unit. The County endeavors to obtain the participation of all qualified small business enterprises. For information and to apply for certification, contact the Department of Small Business Development at 111 N.W. 1st Street, 19th Floor, Miami, FL 33128-1900, or telephone at 305-375-3111. County employees and board members wishing to do business with the County are referred to Section 2-11.1 of the Miami-Dade County Code relating to Conflict of Interest and Code of Ethics.

B. Vendor Registration

To be recommended for award the County requires that vendors complete a Miami-Dade County Vendor Registration Package. Effective June 1, 2008, a new Vendor Registration Package, including a Uniform Affidavit Packet (Affidavit form), must be completed by vendors and returned to the Department of Procurement Management (DPM), Vendor Assistance Unit, within fourteen (14) days of notification of the intent to recommend for award. In the event the Vendor Registration Package is not properly completed and returned within the specified time, the County may in its sole discretion, award to the next lowest responsive, responsible Bidder. The Bidder is responsible for obtaining the Vendor Registration Package, including all affidavits by downloading from the DPM website at www.miamidade.gov or from the Vendor Assistance Unit at 111 N.W. 1st Street, 13th Floor, Miami, FL 33128.

Bidders are required to affirm that all information submitted with the Vendor Registration Package is current, complete and accurate, at the time they submit a response to a Bid Solicitation, by completing the provided Affirmation of Vendor Affidavit form.

In becoming a Registered Vendor with Miami-Dade County, the vendor confirms its knowledge of and commitment to comply with the following:

1. *Miami-Dade County Ownership Disclosure Affidavit* (Sec. 2-8.1 of the County Code)

2. *Miami-Dade County Employment Disclosure Affidavit* (County Ordinance No. 90-133, amending Section 2-8.1(d)(2) of the County Code)
3. *Miami-Dade County Employment Drug-free Workplace Certification* (Section 2-8.1.2(b) of the County Code)
4. *Miami-Dade Disability and Nondiscrimination Affidavit* (Article 1, Section 2-8.1.5 Resolution R182-00 Amending R-385-95)
5. *Miami-Dade County Debarment Disclosure Affidavit* (Section 10.38 of the County Code)
6. *Miami-Dade County Vendor Obligation to County Affidavit* (Section 2-8.1 of the County Code)
7. *Miami-Dade County Code of Business Ethics Affidavit* (Article 1, Section 2-8.1(i) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code)
8. *Miami-Dade County Family Leave Affidavit* (Article V of Chapter 11 of the County Code)
9. *Miami-Dade County Living Wage Affidavit* (Section 2-8.9 of the County Code)
10. *Miami-Dade County Domestic Leave and Reporting Affidavit* (Article 8, Section 11A-60 11A-67 of the County Code)
11. *Subcontracting Practices* (Ordinance 97-35)
12. *Subcontractor /Supplier Listing* (Ordinance 97-104)
13. *Environmentally Acceptable Packaging Resolution* (R-738-92)
14. *W-9 and 8109 Forms*
The vendor must furnish these forms as required by the Internal Revenue Service.
15. *Social Security Number*
In order to establish a file for your firm, you must provide your firm's Federal Employer Identification Number (FEIN). If no FEIN exists, the Social Security Number of the owner or individual must be provided. This number becomes your "County Vendor Number". To comply with Section 119.071(5) of the Florida Statutes relating to the collection of an individual's Social Security Number, be aware that DPM requests the Social Security Number for the following purposes:
 - Identification of individual account records
 - To make payments to individual/vendor for goods and services provided to Miami-Dade County
 - Tax reporting purposes
 - To provide a unique identifier in the vendor database that may be used for searching and sorting departmental records
16. *Office of the Inspector General*
Pursuant to Section 2-1076 of the County Code.
17. *Small Business Enterprises*
The County endeavors to obtain the participation of all small business enterprises pursuant to Sections 2-8.2, 2-8.2.3 and 2-8.2.4 of the County Code and Title 49 of the Code of Federal Regulations.
18. *Antitrust Laws*
By acceptance of any contract, the vendor agrees to comply with all antitrust laws of the United States and the State of Florida.
- C. **PUBLIC ENTITY CRIMES**
To be eligible for award of a contract, firms wishing to do business with the County must comply with the following:

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GENERAL TERMS AND CONDITIONS

Pursuant to Section 287.133(2)(a) of the Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a Bid on a contract to provide any goods or services to a public entity, may not submit a Bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit Bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 of the Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

D. Request for Additional Information

1. Pursuant to Section 2-11.1(f) of the County Code, all Bid Solicitations, once advertised and until an award recommendation has been forwarded to the appropriate authority are under the "Cone of Silence". Any communication or inquiries, except for clarification of process or procedure already contained in the solicitation, are to be made in writing to the attention of the Procurement Agent identified on the front page of the solicitation. Such inquiries or request for information shall be submitted to the procurement agent in writing and shall contain the requester's name, address, and telephone number. If transmitted by facsimile, the request should also include a cover sheet with Bidder's facsimile number. The requestor must also file a copy of this written request with the Clerk of the Board, 111 NW 1st Street, 17th Floor, suite 202, Miami, Florida 33128-1983 or email clerkbcc@miamidade.gov.

2. The Department of Procurement Management may issue an addendum in response to any inquiry received, prior to Bid opening, which changes, adds to or clarifies the terms, provisions or requirements of the solicitation. The Bidder should not rely on any representation, statement or explanation whether written or verbal, other than those made in this Bid Solicitation document or in any addenda issued. Where there appears to be a conflict between this Bid Solicitation and any addenda, the last addendum issued shall prevail.

3. It is the Bidder's responsibility to ensure receipt of all addenda, and any accompanying documentation. The Bidder is required to submit with its Bid a signed "Acknowledgment of Addenda" form, when any addenda have been issued.

E. Contents of Bid Solicitation and Bidders' Responsibilities

1. It is the responsibility of the Bidder to become thoroughly familiar with the Bid requirements, terms and conditions of this solicitation. Pleas of ignorance by the Bidder of conditions that exist or that may exist will not be accepted as a basis for varying the requirements of the County, or the compensation to be paid to the Bidder.

2. In the event a Bidder wishes to protest any part of the General Conditions, Special Conditions and/or Technical Specifications contained in the Bid Solicitation it must file a notice of protest in writing with the issuing department no later than 48 hours prior to the Bid opening date and hour specified in the solicitation. Failure to file a timely notice of protest will constitute a waiver of proceedings.

3. This solicitation is subject to all legal requirements contained in the applicable County Ordinances, Administrative Orders, and Resolutions, as well as all applicable State and Federal Statutes. Where conflict exists between this Bid Solicitation and these legal requirements, the authority shall prevail in the following order: Federal, State and local.

4. It is the responsibility of the Bidder/Proposer, prior to conducting any lobbying regarding this solicitation to file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder/Proposer. The Bidder/Proposer shall also file a form with the Clerk of the Board at the point in time at which a lobbyist is no longer authorized to represent said Bidder/ Proposer. Failure of a Bidder/Proposer to file the appropriate form required, in relation to each solicitation, may be considered as evidence that the Bidder/Proposer is not a responsible contractor.

F. Change or Withdrawal of Bids

1. Changes to Bid - Prior to the scheduled Bid opening a Bidder may change its Bid by submitting a new Bid, (as indicated on the cover page) with a letter in writing on the firm's letterhead, signed by an

authorized agent stating that the new submittal replaces the original submittal. The new submittal shall contain the letter and all information as required for submitting the original Bid. No changes to a Bid will be accepted after the Bid has been opened.

2. Withdrawal of Bid - A Bid shall be irrevocable unless the Bid is withdrawn as provided herein. Only a written letter received by DPM prior to the Bid opening date may withdraw a bid. A bid may also be withdrawn ninety (90) days after the Bid has been opened and prior to award, by submitting a letter to the contact person identified on the front cover of this Bid Solicitation. The withdrawal letter must be on company letterhead and signed by an authorized agent of the Bidder.

G. Conflicts Within The Bid Solicitation

Where there appears to be a conflict between the General Terms and Conditions, Special Conditions, the Technical Specifications, the Bid Submittal Section, or any addendum issued, the order of precedence shall be: the last addendum issued, the Bid Submittal Section, the Technical Specifications, the Special Conditions, and then the General Terms and Conditions.

H. Prompt Payment Terms

1. It is the policy of Miami-Dade County that payment for all purchases by County agencies and the Public Health Trust shall be made in a timely manner and that interest payments be made on late payments. In accordance with Florida Statutes, Section 218.74 and Section 2-8.1.4 of the Miami-Dade County Code, the time at which payment shall be due from the County or the Public Health Trust shall be forty-five (45) days from receipt of a proper invoice. The time at which payment shall be due to small businesses shall be thirty (30) days from receipt of a proper invoice. All payments due from the County or the Public Health Trust, and not made within the time specified by this section, shall bear interest from thirty (30) days after the due date at the rate of one percent (1%) per month on the unpaid balance. Further, proceedings to resolve disputes for payment of obligations shall be concluded by final written decision of the County Manager, or his or her designee(s), not later than sixty (60) days after the date on which the proper invoice was received by the County or the Public Health Trust.

2. The Bidder may offer cash discounts for prompt payments; however, such discounts will not be considered in determining the lowest price during bid evaluation. Bidders are requested to provide prompt payment terms in the space provided on the Bid submittal signature page of the solicitation.

I.3. PREPARATION OF BIDS

A. The Bid submittal form defines requirements of items to be purchased, and must be completed and submitted with the Bid. Use of any other form will result in the rejection of the Bidder's offer.

B. The Bid submittal form must be legible. Bidders shall use typewriter, computer or ink. All changes must be crossed out and initiated in ink. Failure to comply with these requirements may cause the Bid to be rejected.

C. An authorized agent of the Bidder's firm must sign the Bid submittal form. **FAILURE TO SIGN THE BID SUBMITTAL FORM SHALL RENDER THE BID NON-RESPONSIVE.**

D. The Bidder may be considered non-responsive if bids are conditioned to modifications, changes, or revisions to the terms and conditions of this solicitation.

E. The Bidder may submit alternate Bid(s) for the same solicitation provided that such offer is allowable under the terms and conditions. The alternate Bid must meet or exceed the minimum requirements and be submitted on a separate Bid submittal marked "Alternate Bid".

F. When there is a discrepancy between the unit prices and any extended prices, the unit prices will prevail.

G. An optional electronic submittal shall not be considered a part of the bid if it differs in any respect from the required manual submittal in the original hard copy.

I.4. CANCELLATION OF BID SOLICITATION

Miami-Dade County reserves the right to cancel, in whole or in part, any invitation to Bid when it is in the best interest of the County.

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1.5. AWARD OF BID SOLICITATION

- A. This Bid may be awarded to the responsible Bidder meeting all requirements as set forth in the solicitation. The County reserves the right to reject any and all Bids, to waive irregularities or technicalities and to re-advertise for all or any part of this Bid Solicitation as deemed in its best interest. The County shall be the sole judge of its best interest.
- B. When there are multiple line items in a solicitation, the County reserves the right to award on an individual item basis, any combination of items, total low Bid or in whichever manner deemed in the best interest of the County.
- C. The County reserves the right to reject any and all Bids if it is determined that prices are excessive, best offers are determined to be unreasonable, or it is otherwise determined to be in the County's best interest to do so.
- D. The County reserves the right to negotiate prices with the low bidder, provided that the scope of work of this solicitation remains the same.
- E. Award of this Bid Solicitation will only be made to firms that have completed the Miami-Dade County Business Entity Registration Application and that satisfy all necessary legal requirements to do business with Miami-Dade County. Firms domiciled in Miami-Dade County must present a copy of their Miami-Dade County issued Local Business Tax Receipt.
- F. Pursuant to County Code Section 2-8.1(g), the Bidder's performance as a prime contractor or subcontractor on previous County contracts shall be taken into account in evaluating the Bid received for this Bid Solicitation.
- G. To obtain a copy of the Bid tabulation, Bidder(s) shall enclose an appropriately sized self-addressed stamped envelope or make a request by e-mail. Bid results will not be given by telephone or facsimile.
- H. The Bid Solicitation, any addenda and/or properly executed modifications, the purchase order, and any change order(s) shall constitute the contract.
- I. In accordance with Resolution R-1574-88, the Director of DPM will decide all tie Bids.
- J. Award of this Bid may be predicated on compliance with and submittal of all required documents as stipulated in the Bid Solicitation.
- K. The County reserves the right to request and evaluate additional information from any bidder after the submission deadline as the County deems necessary.

1.6. CONTRACT EXTENSION

- A. The County reserves the right to exercise its option to extend a contract for up to one hundred-eighty (180) calendar days beyond the current contract period and will notify the contractor in writing of the extension.
- B. This contract may be extended beyond the initial one hundred-eighty (180) day extension period upon mutual agreement between the County and the successful Bidder(s) upon approval by the Board of County Commissioners.

1.7. WARRANTY

All warranties express and implied, shall be made available to the County for goods and services covered by this Bid Solicitation. All goods furnished shall be fully guaranteed by the successful Bidder against factory defects and workmanship. At no expense to the County, the successful Bidder shall correct any and all apparent and latent defects that may occur within the manufacturer's standard warranty. The Special Conditions of the Bid Solicitation may supersede the manufacturer's standard warranty.

1.8. ESTIMATED QUANTITIES

Estimated quantities or dollars are for Bidder's guidance only: (a) estimates are based on the County's anticipated needs and/or usage during a previous contract period and; (b) the County may use these estimates to determine the low Bidder. Estimated quantities do not contemplate or include possible additional quantities that may be ordered by other government, quasi-government or non-profit entities utilizing this contract under the Joint Purchase portion of the County User Access Program (UAP) described in Section 2.21 of this contract solicitation and the resulting contract, if that section is present in this solicitation document. No guarantee is expressed or implies as to quantities or dollars that will be used during the contract period. The

County is not obligated to place any order for the given amount subsequent to the award of this Bid Solicitation.

1.9. NON-EXCLUSIVITY

It is the intent of the County to enter into an agreement with the successful Bidder that will satisfy its needs as describe herein. However, the County reserves the right as deemed in its best interest to perform, or cause to be performed, the work and services, or any portion thereof, herein described in any manner it sees fit, including but not limited to: award of other contracts, use of any contractor, or perform the work with its own employees.

1.10. LOCAL PREFERENCE

The evaluation of competitive bids is subject to Section 2-8.5 of the Miami-Dade County Code, which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. A local business shall be defined as:

1. a business that has a valid Local Business Tax Receipt, issued by Miami-Dade County at least one year prior to bid or proposal submission, that is appropriate for the goods, services or construction to be purchased;
2. a business that has physical business address located within the limits of Miami-Dade County from which the vendor operates or performs business. Post Office Boxes are not verifiable and shall not be used for the purpose of establishing said physical address; and
3. a business that contributes to the economic development and well-being of Miami-Dade County in a verifiable and measurable way. This may include but not be limited to the retention and expansion of employment opportunities and the support and increase in the County's tax base. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the bid or proposal submission date stated in the solicitation:
 - (a) vendor has at least ten (10) permanent full time employees, or part time employees equivalent to 10 FTE ("full-time equivalent" employees working 40 hours per week) that live in Miami-Dade County, or at least 25% of its employees that live in Miami-Dade County, or
 - (b) vendor contributes to the County's tax base by paying either real property taxes or tangible personal property taxes to Miami-Dade County, or
 - (c) some other verifiable and measurable contribution to the economic development and well-being of Miami-Dade County.

When there is a responsive bid from a Miami-Dade local business within 10% of the lowest price submitted by a responsive non-local business, the local business and the non-local low bidder shall have the opportunity to submit a best and final bid equal to or lower than the amount of the low bid previously submitted by the non-local business.

At this time, there is an interlocal agreement in effect between Miami-Dade and Broward Counties until September 2009. Therefore, a vendor which meets the requirements of (1), (2) and (3) above for Broward County shall be considered a local business pursuant to this Section.

1.11. CONTINUATION OF WORK

Any work that commences prior to and will extend beyond the expiration date of the current contract period shall, unless terminated by mutual written agreement between the County and the successful Bidder, continue until completion at the same prices, terms and conditions.

1.12. BID PROTEST

- A. A recommendation for contract award or rejection of award may be protested by a Bidder in accordance with the procedures contained in Sections 2-8.3 and 2-8.4 of the County Code, as amended, and as established in Administrative Order No.3-21.
- B. A written intent to protest shall be filed with the Clerk of the

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Board and mailed to all participants in the competitive process and to the County Attorney within three (3) County work days of the filing of the County Manager's recommendation. This three-day period begins on the County workday after the filing of the County Manager's recommendation. Such written intent to protest shall state the particular grounds on which it is based and shall be accompanied by a filing fee as detailed in Para C below.

- C. The written intent to protest shall be accompanied by a non-refundable filing fee, payable to the Clerk of the Board, in accordance with the schedule provided below:

<u>Award Amount</u>	<u>Filing Fee</u>
\$25,000-\$250,000	\$500
\$250,001-\$500,000	\$1,000
\$500,001-\$5 million	\$3,000
Over \$5 million	\$5,000

The protester shall then file all pertinent documents and supporting evidence with the Clerk of the Board and mail copies to all participants in the competitive process and to the County Attorney within three (3) County workdays after the filing of a written intent to protest.

- D. For award recommendations greater than \$250,000 the following shall apply:
The County's recommendation to award or reject will be immediately communicated (via mail, fax or email) to all participants in the competitive process and filed with the Clerk of the Board.
- E. For award recommendations from \$25,000 to \$250,000 the following shall apply:
Each County workday, as appropriate, recommendations to award or reject will be posted in the lobby of the Stephen P. Clark Center, located at 111 N.W. 1st Street. Participants may also view recommendations to award on-line at the DPM website or call the contact person as identified on the cover page of the Bid Solicitation.

1.13. RULES, REGULATIONS AND LICENSES

The successful Bidder shall comply with all laws and regulations applicable to provide the goods and/or services specified in this Bid Solicitation. The Bidder shall be familiar with all federal, state and local laws that may in affect the goods and/or services offered.

1.14. PACKAGING

Unless otherwise specified in the Special Conditions or Technical Specifications, all containers shall be suitable for shipment and/or storage and comply with Resolution No. 738-92.

1.15. SUBCONTRACTING

Unless otherwise specified in this Bid Solicitation, the successful Bidder shall not subcontract any portion of the work without the prior written consent of the County. The ability to subcontract may be further limited by the Special Conditions. Subcontracting without the prior consent of the County may result in termination of the contract for default. When Subcontracting is allowed the Bidder shall comply with County Resolution No. 1634-93, Section 10-34 of the County Code and County Ordinance No. 97-35.

1.16. ASSIGNMENT

The successful Bidder shall not assign, transfer, hypothecate, or otherwise dispose of this contract, including any rights, title or interest therein, or its power to execute such contract to any person, company or corporation without the prior written consent of the County.

1.17. DELIVERY

Unless otherwise specified in the Bid Solicitation, prices quoted shall be F.O.B. Destination. Freight shall be included in the proposed price.

1.18. RESPONSIBILITY AS EMPLOYER

The employee(s) of the successful Bidder shall be considered to be at all times its employee(s), and not an employee(s) or agent(s) of the County or any of its departments. The successful Bidder shall provide competent and physically employee(s) capable of performing the work as required. The County may require the successful Bidder to remove any employee it deems unacceptable. All employees of the successful

Bidder shall wear proper identification.

1.19. INDEMNIFICATION

The successful Bidder shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of the agreement by the successful Bidder or its employees, agents, servants, partners, principals or subcontractors. The successful Bidder shall pay all claims and losses in connection therewith, and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may be incurred thereon. The successful Bidder expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the successful Bidder shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

1.20. COLLUSION

A contractor recommended for award as the result of a competitive solicitation for any County purchases of supplies, materials and services (including professional services, other than professional architectural, engineering and other services subject to Sec. 2-10.4 and Sec. 287.055 Fla Stats.), purchase, lease, permit, concession or management agreement shall, within five (5) business days of the filing of such recommendation, submit an affidavit under the penalty of perjury, on a form provided by the County: stating either that the contractor is not related to any of the other parties bidding in the competitive solicitation or identifying all related parties, as defined in this Section, which bid in the solicitation; and attesting that the contractor's proposal is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and that the contractor has not, directly or indirectly, induced or solicited any other proposer to put in a sham proposal, or any other person, firm, or corporation to refrain from proposing, and that the proposer has not in any manner sought by collusion to secure to the proposer an advantage over any other proposer. In the event a recommended contractor identifies related parties in the competitive solicitation its bid shall be presumed to be collusive and the recommended contractor shall be ineligible for award unless that presumption is rebutted in accordance with the provisions of Sec. 2-8.1.1. Any person or entity that fails to submit the required affidavit shall be ineligible for contract award.

- A. The Collusion Affidavit will be included in all solicitations and will be requested from bidders/proposers once bids/proposals are received and evaluated.
- B. Failure to provide a Collusion Affidavit within 5 business days after the recommendation to award has been filed with the Clerk of the Board shall be cause for the contractor to forfeit their bid bond.

1.21. MODIFICATION OF CONTRACT

The contract may be modified by mutual consent, in writing through the issuance of a modification to the contract, purchase order, change order or award sheet, as appropriate.

1.22. TERMINATION FOR CONVENIENCE

The County, at its sole discretion, reserves the right to terminate this contract without cause upon thirty (30) days written notice. Upon receipt of such notice, the successful Bidder shall not incur any additional costs under this contract. The County shall be liable only for reasonable costs incurred by the successful Bidder prior to notice of termination. The County shall be the sole judge of "reasonable costs."

1.23. TERMINATION FOR DEFAULT

The County reserves the right to terminate this contract, in part or in whole, or place the vendor on probation in the event the successful Bidder fails to perform in accordance with the terms and conditions stated herein. The County further reserves the right to suspend or debar the successful Bidder in accordance with the appropriate County

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ordinances, resolutions and/or administrative orders. The vendor will be notified by letter of the County's intent to terminate. In the event of termination for default, the County may procure the required goods and/or services from any source and use any method deemed in its best interest. All re-procurement cost shall be borne by the successful Bidder.

1.24. FRAUD AND MISREPRESENTATION

Pursuant to Section 2-8.4.1 of the Miami-Dade County Code, any individual, corporation or other entity that attempts to meet its contractual obligations with the County through fraud, misrepresentation or material misstatement, may be debarred for up to five (5) years. The County as a further sanction may terminate or cancel any other contracts with such individual, corporation or entity. Such individual or entity shall be responsible for all direct or indirect costs associated with termination or cancellation, including attorney's fees.

1.25. ACCESS TO RECORDS

The County reserves the right to require the Contractor to submit to an audit by Audit and Management Services, the Commission Auditor, or other auditor of the County's choosing at the Contractor's expense. The Contractor shall provide access to all of its records, which relate directly or indirectly to this Agreement at its place of business during regular business hours. The Contractor shall retain all records pertaining to this Agreement and upon request make them available to the County for three years following expiration of the Agreement. The Contractor agrees to provide such assistance as may be necessary to facilitate the review or audit by the County to ensure compliance with applicable accounting and financial standards.

1.26 OFFICE OF THE INSPECTOR GENERAL

Miami-Dade County has established the Office of the Inspector General, which is authorized and empowered to review past, present, and proposed County and Public Health Trust programs, contracts, transactions, accounts, records and programs. The Inspector General (IG) has the power to subpoena witnesses, administer oaths, require the production of records and monitor existing projects and programs. The Inspector General may, on a random basis, perform audits on all County contracts. The cost of random audits shall be incorporated into the contract price of all contracts and shall be one quarter (1/4) of one (1) percent of the contract price, except as otherwise provided in Section 2-1076(d)(6) of the County Code.

1.27 PRE-AWARD INSPECTION

The County may conduct a pre-award inspection of the bidder's site or hold a pre-award qualification hearing to determine if the bidder is capable of performing the requirements of this bid solicitation.

1.28 PROPRIETARY/CONFIDENTIAL INFORMATION

Bidders are hereby notified that all information submitted as part of, or in support of bid submittals will be available for public inspection after opening of bids in compliance with Chapter 119 of the Florida Statutes; popularly known as the "Public Record Law." The bidder shall not submit any information in response to this invitation, which the bidder considers to be a trade secret, proprietary or confidential. The submission of any information to the County in connection with this invitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to the bidder. In the event that the bidder submits information to the County in violation of this restriction, either inadvertently or intentionally and clearly identifies that information in the bid as protected or confidential, the County shall endeavor to redact and return that information to the bidder as quickly as possible, and if appropriate, evaluate the balance of the bid. The redaction or return of information pursuant to this clause may render a bid non-responsive.

1.29. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA)

Any person or entity that performs or assists Miami-Dade County with a function or activity involving the use or disclosure of "individually identifiable health information (IH)" and/or Protected Health Information (PHI) shall comply with the Health Insurance Portability and Accountability Act (HIPAA) of 1996 and the Miami-Dade County Privacy Standards Administrative Order. HIPAA mandates for privacy,

security and electronic transfer standards that include but are not limited to:

1. Use of information only for performing services required by the contract or as required by law;
2. Use of appropriate safeguards to prevent non-permitted disclosures;
3. Reporting to Miami-Dade County of any non-permitted use or disclosure;
4. Assurances that any agents and subcontractors agree to the same restrictions and conditions that apply to the Bidder/Proposer and reasonable assurances that IH/PHI will be held confidential;
5. Making Protected Health Information (PHI) available to the customer;
6. Making PHI available to the customer for review and amendment; and incorporating any amendments requested by the customer;
7. Making PHI available to Miami-Dade County for an accounting of disclosures; and
8. Making internal practices, books and records related to PHI available to Miami-Dade County for compliance audits.

PHI shall maintain its protected status regardless of the form and method of transmission (paper records, and/or electronic transfer of data). The Bidder/ Proposer must give its customers written notice of its privacy information practices including specifically, a description of the types of uses and disclosures that would be made with protected health information.

1.30. CHARTER COUNTY TRANSIT SYSTEM SALE SURTAX

When proceeds from the Charter County Transit System Sales Surtax levied pursuant to Section 29.121 of the Code of Miami-Dade County are used to pay for all or some part of the cost of this contract, no award for those portions of a Blanket Purchase Order (BPO) utilizing Charter County Transit System Sales Surtax funds as part of a multi-department contract, nor a contract utilizing Charter County Transit System Surtax funds shall be effective and thereby give rise to a contractual relationship with the County for purchases unless and until both the following have occurred: 1) the County Commission awards the contract, and such award becomes final (either by expiration of 10 days after such award without veto by the Mayor, or by Commission override of a veto); and, 2) either, i) the Citizens' Independent Transportation Trust (CITT) has approved inclusion of the Surtax funding on the contract, or, ii) in response to the CITT's disapproval, the County Commission reaffirms award of the contract by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final. Notwithstanding the other provisions of Section 1.30, award of an allocation for services in support of the CITT's oversight which does not exceed \$1000 will not require Commission or CITT approval and may be awarded by the Executive Director of the OCITT.

1.31 LOBBYIST CONTINGENCY FEES

A) In accordance with Section 2-11.1(s) of the Code of Miami-Dade County, after May, 16, 2003, no person may, in whole or in part, pay, give or agree to pay or give a contingency fee to another person. No person may, in whole or in part, receive or agree to receive a contingency fee.

B) A contingency fee is a fee, bonus, commission or non-monetary benefit as compensation which is dependant on or in any way contingent upon the passage, defeat, or modification of: 1) any ordinance, resolution, action or decision of the County Commission; 2) any action, decision or recommendation of the County Manager or any County board or committee; or 3) any action, decision or recommendation of any County personnel during the time period of the entire decision-making process regarding such action, decision or recommendation which foreseeably will be heard or reviewed by the County Commission or a County board or committee.

1.32 COMMISSION AUDITOR -- ACCESS TO RECORDS

Pursuant to Ordinance No. 03-2, all vendors receiving an award of the contract resulting from this solicitation will grant access to the Commission Auditor to all financial and performance related records, property, and equipment purchased in whole or in part with government funds.

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2.1 PURPOSE: TO ESTABLISH A CONTRACT FOR THE COUNTY:

The purpose of this Invitation to Bid is to establish a contract for the purchase of maintenance and modernization and emergency services for passenger elevators, moving walks, dumbwaiters, and wheelchair lifts in conjunction with the County's needs on an as needed when needed basis.

2.2 SMALL BUSINESS CONTRACT MEASURES FOR SOLICITATIONS GREATER THAN \$50,000 (Bid Preference)

A Small Business Enterprise (SBE) bid preference applies to this solicitation.

A 10% percent bid preference shall apply to contracts \$1 million or less and 5% percent on contracts greater than \$1 million. A SBE/Micro Business Enterprise must be certified by the Department of Business Development (DBD) for the type of goods and/or services the Enterprise provides in accordance with the applicable Commodity Code(s) for this solicitation. For certification information, contact the Department of Business Development at 305-375-3111 or access www.miamidade.gov/dbd.

The SBE/Micro Business Enterprise must be certified by bid submission deadline, at contract award and for the duration of the contract to remain eligible for the preference.

2.3 PRE-BID CONFERENCE (RECOMMENDED):

A pre-bid conference will be held on Tuesday, July 7, 2009 @ 9:00 AM at the Stephen P Clark Center (Downtown Government Center) 111 NW 1st Street, Conference Room 18-1 to discuss the special conditions and specifications included within this solicitation. It is recommended that a representative of the firm attend this conference as the "cone of silence" will be lifted during the course of the conference and informal communication can take place.

Vendors are requested to bring this solicitation document to the conference, as additional copies may not be available.

"Multiple members of individual community councils may be present."

See paragraph 2.8 for recommended examination of site schedule.

2.4 TERM OF CONTRACT: SIXTY (60) MONTHS:

This contract shall commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Department of Procurement Management, Purchasing Division; and contingent upon the completion and submittal of all required bid documents. The initial contract term of this contract shall expire on the last day of the sixtieth month period.

2.5 OPTION TO RENEW FOR FIVE (5) ADDITIONAL YEARS (With Price Adjustment:

Prior to, or upon completion of the initial term, the County shall have the option to renew this contract for an additional five (5) year period on a year-to-year basis. Prior to completion of each exercised

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contract term, the County may consider an adjustment to price based on changes in the following pricing indices:

- Labor Component of the Price:

Adjustment to the Labor Component of the contract price shall be increased or decreased based as published by the National Elevator Bargaining Association (NEBA) with International Union of Elevator Constructors (IUEC), for IUEC Local No. 71. Labor costs shall not exceed the actual straight hourly rate paid to mechanics and helpers plus fringe benefits as published by the National Elevator Bargaining Association (NEBA) with International Union of Elevator Constructors (IUEC), for IUEC Local No. 71.

- Materials Component of the Price:

Adjustment to the Material Component of the contract price shall be increased or decreased by the percentage of change shown by the index of Producer Price Index; Commodity Code #10; Metals and Metal Products published by the U.S. Department of Labor, Bureau of Statistics per latest index during the option to renew period.

It is the vendor's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the first day of any exercised option period, the vendor's request for adjustment should be submitted 90 days prior to expiration of the then current contract term. The vendor adjustment request should not be in excess of the relevant pricing index change. If no adjustment request is received from the vendor, the County will assume that the vendor has agreed that the optional term may be exercised without pricing adjustment. Any adjustment request received after the commencement of a new option period may not be considered.

The County reserves the right to reject any price adjustments submitted by the vendor and/or to not exercise any otherwise available option period based on such price adjustments. Continuation of the contract beyond the initial period, and any option subsequently exercised, is a County prerogative, and not a right of the vendor. This prerogative will be exercised only when such continuation is clearly in the best interest of the County.

Should the vendor decline the County's right to exercise the option period, the County may consider the vendor in default which decision may affect that vendor's eligibility for future contracts.

NOTE: IF MULTIPLE VENDORS ARE INVOLVED UNDER THE GIVEN CONTRACT, ANY OPTIONS TO RENEW WILL BE RESTRICTED TO THE SPECIFIC ITEMS OF WORK INITIALLY AWARDED TO ANY SPECIFIC VENDOR.

2.6 METHOD OF AWARD:

GROUPS 1 THROUGH 6: To three (3) lowest priced responsive, responsible vendors on a group-by-group basis.

Award of this contract will be made up to the three (3) lowest priced responsive, responsible vendors on a group-by-group basis. To be considered for award for a given group, the vendor shall offer prices for all items within the given group. The County will then select the vendor for award for each group by totaling all line items, except for the cost of one time pre-maintenance repairs and one time pre-maintenance upgrades, within each group. If a vendor fails to submit an offer for all items, its offer for that specific group will be considered non-responsive.

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Note: The pricing for the one time pre-maintenance repairs and one time pre-maintenance upgrades (Attachments #1 and 2) will not be factored into the evaluation for award of each group.

While the award will be made to multiple vendors by group to assure availability, the County intends to use the lowest priced vendor to meet its requirements or to use other sources as appropriate and in the County's best interest. Award to multiple vendors is made for the convenience of the County and does not exempt the primary vendor from fulfilling its contractual obligations. Failure to perform as noted may result in the vendor being deemed in breach of contract. The County may terminate the contract for default and charge the vendor re-procurement costs, if applicable.

GROUP 7: METHOD OF AWARD USING PRE-QUALIFICATION AND SUBSEQUENT SPOT MARKET PROCEDURES TO PROVIDE MODERNIZATION OF ELEVATORS

Award of this Group will be made to all responsive, responsible vendors who meet the minimum qualifications set forth in the following paragraphs:

- Paragraph 3.2; Competency of Bidder
- Paragraph 3.3; Technical Intent
- Paragraph 3.9; Submittals for Modernization
- Paragraph 3.13; Contractor's Personnel
- Paragraph 3.18; Working Hours

These vendors shall then be deemed to be pre-qualified to participate in subsequent spot market purchases as required by the County on either an as-needed or on a periodic basis. When such spot market purchases for modernization of elevators are initiated, the pre-qualified vendors shall be invited to offer a fixed price for each specific modernization requirement/purchase. The vendor then offering the lowest fixed price shall be awarded that modernization. The award to one vendor for a specific period or individual action does not preclude the remaining pre-qualified vendors from submitting spot market offers for other modernizations of elevators.

It shall be the sole prerogative of the County as to the number of vendors who will be initially included under this contract. During the term of this contract, the County reserves the right to add or delete vendors as it deems necessary in its best interests. If the County elects to add vendors, they must meet the same minimum qualifications established for the original competition.

Quote Procedures as follows:

When a modernization of elevator requirement is identified, County Departments shall invite all pre-qualified bidders to participate in spot market purchases as needed, when needed. The bidder offering the lowest fixed price, meeting the requirement of that particular quote, shall be awarded the purchase. The award to one bidder does not preclude the ability of the remaining pre-qualified bidders from submitting offers for other specific quotations.

2.7 PRICES SHALL BE FIXED WITH ADJUSTMENTS ALLOWED:

If the vendor is awarded a contract under this solicitation, the prices proposed by the vendor shall remain fixed for a period of twelve (12) months. After this initial twelve month period, the vendor may submit price adjustments, based on indices in paragraph 2.5.

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It shall be further understood that the County reserves the right to reject any price adjustments submitted by the vendor, and/or to terminate the contract with the vendor based on such price adjustments.

2.8 INSPECTION OF EQUIPMENT (RECOMMENDED):

Prior to submitting its offer, the vendor is required to visit the site of the proposed work and to become familiar with any conditions which may in any manner affect the work to be done or affect the equipment, materials and labor required. The vendor is also required to examine carefully the drawings and specifications and be thoroughly aware regarding any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowances will be made because of lack of knowledge of these conditions.

Each offer shall be accompanied by the attached affidavit completed by the vendor affirming that the vendor has visited the site, examined the bid documents and is not guilty of collusion or fraud in the preparation of the offer. Award of this contract will be made on a group-by-group basis. Therefore, prospective bidders shall supply an affidavit per group in which they submit an offer. If the affidavit is not submitted with Section 4 Bid Submittal Forms, the offer may be considered non-responsive. Vendors who have provided, or who currently are providing, services at the site of the proposed work are not exempted from the requirements of this section.

Examination of Site schedule:

Group 1: Miami-Dade Aviation Department

Dates: Wednesday & Thursday, July 8 & 9, 2009
Contact person: Ron Cerulli – call for appointment
Telephone: 305/876-0243

Group 2: General Services Administration

Dates: Friday, July 10, 2009
Contact persons:
Danny Douglass 305/375-1072 - call for appointment (item 2.1)
Armando Santelices 305/574-0180 - call for appointment (item 2.2)

Group 3: Miami-Dade Public Housing Agency

Dates: Monday through Wednesday, July 13-15, 2009
Contact person: Arlester Shorter - call for appointment
Telephone: 305/644-5320

Group 4: Miami-Dade Police Department

Dates: Thursday, July 16, 2009
Contact person: Edwin Pantoja - call for appointment
Telephone: 305/596-3850, ext. 256

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Group 5: Miami-Dade Water & Sewer

Dates: Friday, July 17, 2009

Contact persons:

Ignacio de Armas 786/552-8546 - call for appointment

Jose Valle 786/552-8969 - call for appointment

Group 6: Miami-Dade Public Library

Dates: Monday, July 20, 2009

Contact persons: Ozzie Astudillo - call for appointment

Telephone: 305/232-3831

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DEPARTMENT OF PROCUREMENT MANAGEMENT

BIDDERS AFFIDAVIT

NOTE: THIS AFFIDAVIT MUST BE PROPERLY EXECUTED BY THE BIDDER AND ATTACHED TO HIS PROPOSAL (TYPE ALL DATA).

PROJECT NO. _____ DATE: _____

PROJECT TITLE _____

STATE OF FLORIDA
COUNTY OF DADE) SS

Before me, the undersigned authority, authorized to administer oaths and take acknowledgements, personally appeared:

(LEGAL NAME, CORPORATION, PARTNERSHIP, FIRM, INDIVIDUAL)

called the bidder) located at _____ and,
(ADDRESS)

That said bidder has visited the site of the work and has carefully examined the plans and specifications for said Project and checked them in detail before submitting his bid or proposal; and further, that said bidder or his agents, officers, or employees have not either directly or indirectly, made any agreement or participated in any collusion with other bidders, or representatives of Dade County, or otherwise taken any action is restraint of open competitive bidding in connection with his bid or proposal for said Project.

SUBSCRIBED AND SWORN TO (AFFIRMED BEFORE) me this _____
By _____ He/she is personally known to me or has presented
_____ as identified.
(Affiant)

(Signature of Notary)

(Serial Number)

(Print or Stamp Name of Notary)

(Expiration Date)

NOTARY PUBLIC _____ Notary Seal
(State)

Authorized Signature

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2.9 EQUAL PRODUCT – INTENTIONALLY OMITED

2.10 LIQUIDATED DAMAGES - INTENTIONALLY OMITED

2.11 INDEMNIFICATION AND INSURANCE (12) – ELEVATORS

Provider shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Provider or its employees, agents, servants, partners principals or subcontractors. Provider shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Provider expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Provider shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The vendor shall furnish to the Vendor Assistance Section, Department of Procurement Management, Bids and Contracts Division, 111 NW 1st Street, Suite 1300, Miami, Florida 33128-1989, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the vendor as required by Florida Statute 440.
- B. General Liability Insurance on a comprehensive basis, including contractual liability, products and completed operations, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.

Group I Aviation Only: *Under no circumstances are these contractors permitted on the Aircraft Operating Area (AOA) side without increasing public liability and automobile coverage to \$5,000,000.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "B" as to management, and no less than "Class V" as to financial strength, by the latest edition of Best's Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

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The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Insurance and are members of the Florida Guaranty Fund.

Certificates will indicate no modification or change in insurance shall be made without thirty (30) days in advance notice to the certificate holder.

Compliance with the foregoing requirements shall not relieve the vendor of his liability and obligation under this section or under any other section of this agreement.

NOTE: DADE COUNTY BID NUMBER AND TITLE OF BID MUST APPEAR ON EACH CERTIFICATE.

**CERTIFICATE HOLDER MUST READ: MIAMI-DADE COUNTY
 111 NW 1ST STREET, SUITE 2340
 MIAMI, FL 33128**

MODIFICATION OR WAIVER OF ANY OF THE AFOREMENTIONED REQUIREMENTS IS SUBJECT TO APPROVAL OF RISK MANAGEMENT DIVISION, GSA.

**Department of Procurement Management
Purchasing Division
111 NW 1st Street, Suite 1300**

2.12 BID GUARANTY - INTENTIONALLY OMITED

2.13 PERFORMANCE BOND - INTENTIONALLY OMITED

2.14 CERTIFICATE OF COMPETENCY:

In accordance with the Code of Miami-Dade County, Florida, Section 10-3 (B), any person, firm, corporation or joint venture which submits an offer in response to a County solicitation shall, at the time of such offer, hold a valid Registration for Elevator Maintenance Services (Registered Elevator Contractor) issued by the State of Florida Bureau of Elevator Safety, qualifying said person, firm, corporation or joint venture to perform the work proposed. If work for other trades is required in conjunction with this solicitation and will be performed by a subcontractor(s), an applicable Certificate of Competency issued to the subcontractor(s) shall be submitted with the prime vendor's offer; provided, however, that the County may at its option and in its best interest allow the vendor to supply the subcontractor(s) certificate to the County during the offer evaluation period, as per Attachment #5, Section 4 Bid Submittal Forms.

2.15A METHOD OF PAYMENT: MONTHLY INVOICES AND ITEMIZED INVOICES FOR EMERGENCY WORK AND ADDITIONAL WORK

The successful Bidder(s) shall submit monthly invoices which reflect appropriate purchase order number and work location by the tenth (10) calendar day of each month. These invoices shall be submitted to the County using department(s) that requested the service through a purchase order. The invoices shall reflect standard service specified in the contract and provided to the County in the prior

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month. In addition, the successful Bidder shall submit a separate invoice to the County department that has requested emergency service not specified in the contract. The date of the invoice shall not exceed thirty (30) calendar days from the completion of the emergency service. The invoice for emergency service shall itemize all costs of labor and materials, in addition to a full description of the work performed.

Failure to comply with the above requirement will result in return of invoices, delay of payment and/or compensation. The County may levy a 10% surcharge of the total invoice to recover administrative costs for the additional burden of processing an incorrect invoice.

2.15B METHOD OF PAYMENT: PHASED PAYMENT FOR WORK COMPLETED FOR MODERNIZATION WORK

The County shall provide partial payments for work completed by the successful bidder during various phases of the work assigned. The bidder shall provide fully documented invoices, which indicate the appropriate purchase order number, the service location(s) and the time and materials provided to the County using department(s) that requested the work through a purchase order. It shall be understood that such invoices shall not be authorized for payment until such time as a County representative has inspected and approved the completed phase of the work assigned.

The percentage or component of completed work, which correspond to the acceptable payment schedule, shall be as follows:

- 30% delivery of elevator equipment to job site
- 30% when half (1/2) of work is completed
- 30% when work is completed
- 10% retainage held for sixty (60) days following completion of work

2.15C COMPLETION OF WORK FROM DATE OF NOTICE TO PROCEED (FOR MODERNIZATION ONLY):

The Bidder shall state in its proposal the number of calendar days from the date of the 'Notice to Proceed' in which it will guarantee to complete the work, repair, and/or service. A written e-mail or facsimile instruction from an authorized County representative shall constitute sufficient notice to the vendor to commence work. Time for completion may be considered a factor in determining the successful bidder. The completion date shall not exceed one hundred eighty (180) days for hydraulic elevators and/or three hundred sixty five (365) days for electric traction elevators, from the 'Notice to Proceed' to acceptance by the County, unless otherwise specified.

All work shall be performed in accordance with good commercial practice. The work schedule and completion dates shall be adhered to by the successful bidder(s); except in such cases where the completion date will be delayed due to natural disasters, strikes, or other causes beyond the control of the bidder. In these cases, the bidder shall notify the County of the delays in advance of the original completion date so that a revised completion date can be negotiated.

Should the bidder(s) to whom the contract(s) is awarded fail to complete the work within the number of days as stated in its proposal, it is hereby agreed and understood that the County reserves the authority to cancel the contract with the bidder, and to secure the services of another vendor to complete the work. If the County exercises this authority, the County shall be responsible for reimbursing the bidder for work, which was completed and found acceptable to the County in

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accordance with the bid specifications. In addition, the County may, at its option, request payment from the bidder, through an invoice or credit memo, for any additional costs over and beyond the original bid price, which were incurred by the County as a result of having to secure the services of another vendor. If the bidder fails to honor this invoice or credit memo, the County may suspend the bidder from submitting bid proposals on County contracts for a minimum period of six (6) months.

2.16 SHIPPING TERMS: F.O.B. DESTINATION:

All bidders shall quote prices based on F.O.B. Destination and shall hold title to the goods until such time as they are delivered to, and accepted by, an authorized County representative at various Miami-Dade County Departments.

2.17 DELIVERY LOCATIONS AND HOURS SPECIFIED:

The vendor shall deliver items to the following County facilities listed on Section 4, between the hours of 8:00 AM and 5:00 PM.

2.18 BACK ORDER DELAYS IN DELIVERY SHALL NOT BE ALLOWED:

The County shall not allow any late deliveries attributed to product back order situations under this contract. Accordingly, the vendor is required to deliver all items to the County within the time specified in this solicitation and resultant contract; and no grace period on account of back order situations shall be honored, unless written authorization is issued by the user department, and a new delivery date is mutually established. In the event that the vendor fails to deliver the products within the time specified, the County reserves the right to cancel the order, seek the items from another vendor, and charge the incumbent vendor for any re-procurement costs. If the vendor fails to honor these re-procurement costs, the County may terminate the contract for default.

2.19 WARRANTY SHALL BE ONE (1) YEAR FROM DATE OF ACCEPTANCE: (FOR MODERNIZATION ONLY):

A. Type of Warranty Coverage Required

In addition to all other warranties that may be supplied by the bidder, the bidder shall warrant its products and/or service against faulty labor and/or defective material, for a minimum period of one (1) year after the date of acceptance of the labor, materials and/or equipment by the County. This warranty requirement shall remain in force for the full one (1) year period; regardless of whether the bidder is under contract with the County at the time of defect. Any payment by the County on behalf of the goods or services received from the bidder does not constitute a waiver of these warranty provisions.

B. Correcting Defects Covered Under Warranty

The bidder shall be responsible for promptly correcting any deficiency, at no cost to the County, within two (2) calendar days after the County notifies the bidder of such deficiency in writing. If the bidder fails to honor the warranty and/or fails to correct or replace the defective work or items within the period specified, the County may, at its discretion, notify the bidder, in writing, that the bidder may be debarred as a County bidder and/or subject to contractual default if the corrections or replacements are not completed to the satisfaction of the County within two (2) calendar days of

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receipt of the notice. If the bidder fails to satisfy the warranty within the period specified in the notice, the County may (a) place the bidder in default of its contract, and/or (b) procure the products or services from another vendor and charge the bidder for any additional costs that are incurred by the County for this work or items; either through a credit memorandum or through invoicing.

2.20 CONTACT PERSONS:

For any additional information regarding the terms and conditions of this solicitation and resultant contract, contact: Jose A Sanchez at (305) 375-4265 email – sanchez@miamidade.gov

2.21 COUNTY USER ACCESS PROGRAM (UAP):

User Access Fee

Pursuant to Miami-Dade County Budget Ordinance No. 03-192, this contract is subject to a user access fee under the County User Access Program (UAP) in the amount of two percent (2%). All sales resulting from this contract, or any contract resulting from this solicitation and the utilization of the County contract price and the terms and conditions identified herein, are subject to the two percent (2%) UAP. This fee applies to all contract usage whether by County Departments or by any other governmental, quasi-governmental or not-for-profit entity.

The vendor providing goods or services under this contract shall invoice the contract price and shall accept as payment thereof the contract price less the 2% UAP as full and complete payment for the goods and/or services specified on the invoice. The County shall retain the 2% UAP for use by the County to help defray the cost of the procurement program. Vendor participation in this invoice reduction portion of the UAP is mandatory.

Joint Purchase

Only those entities that have been approved by the County for participation in the County's Joint Purchase and Entity Revenue Sharing Agreement are eligible to utilize or receive Miami-Dade County contract pricing and terms and conditions. The County will provide to approve entities a UAP Participant Validation Number. The vendor must obtain the participation number from the entity prior to filling any order placed pursuant to this section. Vendor participation in this joint purchase portion of the UAP, however, is voluntary. The vendor shall notify the ordering entity, in writing, within 3 work days of receipt of an order, of a decision to decline the order.

For all ordering entities located outside the geographical boundaries of Miami-Dade County, the successful vendor shall be entitled to ship goods on an "FOB Destination, Prepaid and Charged Back" basis. This allowance shall only be made when expressly authorized by a representative of the ordering entity prior to shipping the goods.

Miami-Dade County shall have no liability to the vendor for the cost of any purchase made by an ordering entity under the UAP and shall not be deemed to be a party thereto. All orders shall be placed directly by the ordering entity with the vendor and shall be paid by the ordering entity less the 2% UAP.

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Vendor Compliance

If a vendor fails to comply with this section, that vendor may be considered in default by Miami-Dade County in accordance with Section 1, Paragraph 1.23 of this contract solicitation and the resulting contract.

Note: Groups 1 Aviation and 3 Miami-Dade Housing are exempt from the County User Access Program.

2.22 MIAMI-DADE COUNTY LIVING WAGES SUPPLEMENTAL GENERAL CONDITION

Bidders providing a covered service are advised that the provisions of Section 2-8.9 of the Code of Miami-Dade County (Code) as amended by Ordinance [Governing Legislation], will apply to any contract(s) awarded pursuant to this bid or issuance of a GASP/Permit or other Service Contract agreement by Miami-Dade County Aviation Department. By submitting a bid pursuant to these specifications, a bidder is hereby agreeing to comply with the provisions of Section 2-8.9, and to acknowledge awareness of the penalties for non-compliance. A copy of this Code Section may be obtained online at www.miamidade.gov.

This Supplemental General Condition is organized with the following sections:

1. Definitions
2. Minimum Wages and Posting of Information.
3. Liability for Unpaid Wages; Liquidated Damages; Withholding
4. Payrolls, Records and Reporting
5. Subcontracts
6. Complaints and Hearings; Contract Termination and Debarment

1. DEFINITIONS

- A. "Administrative hearing officer" means a qualified arbitrator appointed by the County Manager to resolve disputes arising from the enforcement of the Living Wage Ordinance.
- B. "Applicable department" means the County department(s) using the service contract.
- C. "Complaint" means any written charge/allegation presented to the Compliance Officer alleging a practice prohibited by the Ordinance.
- D. "Compliance officer" means the County Manager or his/her designee to review compliance with the Governing Legislation or Living Wage Ordinance and the Administrative Order.
- E. "Contract" means an agreement for services covered by the Living Wage Ordinance involving the County or Public Health Trust, or approved by the County, the Procurement Director or his/her designee, or the Public Health Trust or a Permit or Lease agreement with Miami-Dade County Aviation Department.
- F. "Contracting officer" means the Department of Procurement Management and Public Health Trust staff or any other County personnel responsible for issuing County service contracts.
- G. "County" means the government of Miami-Dade County or the Public Health Trust.

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- H. "Covered employee" means anyone employed by any service contractor, as further defined in County Code Section 2-8.9, either full or part time, as an employee with or without benefits that is providing covered services pursuant to the service contractor's contract with the County.
- I. "Covered employer" means any and all service contractors and subcontractors of service contractors providing covered services. Service contractor is any individual, business entity, corporation (whether for profit or not-for-profit), partnership, limited liability company, joint venture, or similar business that is conducting business in Miami-Dade County or any immediately adjoining county and meets the following criteria:
- (1) the service contractor is paid in whole or in part from the County's general fund, capital projects funds, special revenue funds, or any other funds either directly or indirectly, for contracted covered service whether by competitive bid process, informal bids, requests for proposals, some form of solicitation, negotiation, or agreement, or any other decision to enter into a contract; and
 - (2) the service contractor and any subcontractor is engaged in the business to provide covered services either directly or indirectly for the benefit of the County; or
 - (3) the service contractor is a General Aeronautical Service (GASP) Permittee or otherwise provides any of the covered services defined herein at any Miami Dade County Aviation Department facility including Miami International Airport pursuant to a permit, lease agreement or otherwise.
- J. Covered services are services purchased by the County that are subject to the requirements of the Living Wage Ordinance which are one of the following:
- (1) County Service Contracts - Contracts awarded by the County that involve a total contract value of over \$100,000 per year for the following services:
 - (i) food preparation and/or distribution;
 - (ii) security services;
 - (iii) routine maintenance services such as custodial, cleaning, refuse removal repair, refinishing and recycling;
 - (iv) clerical or other non-supervisory office work, whether temporary or permanent;
 - (v) transportation and parking services including airport and seaport services;
 - (vi) printing and reproduction services; and,
 - (vii) landscaping, lawn and/or agricultural services.
 - (2) Services provided to Miami-Dade County Aviation facilities: Any service that is provided by a GASP Permittee to a Miami-Dade County Aviation Department Facility or any other service contractor that provides any of the following services to a Miami-Dade County Aviation Department facility is a covered service without reference to any contract value.
 - (i) Ramp Service: Guiding aircraft in and out of Airport; aircraft loading and unloading positions, designated by the Aviation Department; placing in position and operating passenger, baggage and cargo loading and unloading devices, as required for the safe and efficient loading and unloading of passengers, baggage and cargo to and from aircraft; performing such loading and unloading; providing aircraft utility services, such as air start and cabin air; fueling; catering; towing aircraft; cleaning of aircraft;

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delivering cargo, baggage and mail to and from aircraft to and from locations at any Miami-Dade County Aviation Department facility; and providing such other ramp services approved in writing by the Aviation Department;

- (ii) Porter Assistance Services: Handling and transportation through the use of porters, or other means, of baggage and other articles of the passengers of contracting air carriers or aircraft operators, upon request of the passenger, in public access areas of the Airport Terminal Complex. The Living Wage shall not apply to employees performing tip-related porter assistance services, including curbside check-in;
- (iii) Passenger Services: Preparing such clearance documents for the baggage and cargo of aircraft passengers, as may be required by all governmental agencies; furnishing linguists for the assistance of foreign-speaking passengers; passenger information assistance; arranging in-flight meals for departing aircraft with persons or companies authorized by the Department to provide such meals; and providing assistance to handicapped passengers;
- (iv) Dispatching and Communications Services: Providing ground to aircraft radio communication service; issuing flight clearances; sending and receiving standard arrival, departure and flight plan messages with appropriate distribution of received messages; providing standby radio flight watch for aircraft in flight; and calculation of fuel loads and take-off and landing weights for aircraft;
- (v) Meteorological Navigation Services: Providing information based on the analysis and interpretation of weather charts; planning aircraft flights in accordance with the latest accepted techniques; providing appropriate prognostic weather charts; and generally providing information appropriate for enroute aerial navigation;
- (vi) Ticket Counter and Operations Space Service: The operation of ticket counter and airlines' operations space; ticket checking, sales and processing; weighing of baggage; operation of an information, general traffic operations and communications office for air carriers and aircraft operators with whom the Service Contractor has contracted to supply such services;
- (vii) Janitorial Services;
- (viii) Delayed Baggage Services;
- (ix) Security Services unless provided by federal government or pursuant to a federal government contract; and,
- (x) Any other type of service that a GASP permittee is authorized to perform at any Miami-Dade County Aviation Department Facility will be considered a covered service, regardless of whether the service is performed by a GASP permittee or other service contractor.
- (xi) In warehouse cargo handlers.

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- K. "Debar" means to exclude a service contractor, its individual officers, its principal shareholders, its qualifying agent or its affiliated businesses from County contracting and subcontracting for a specific period of time, not to exceed five (5) years, pursuant to section 10-38 of the Code of Miami-Dade County.
- L. "Living wage" means the minimum hourly pay rate with or without a health benefit plan as further described in Section 2-8.9 of the Code of Miami-Dade County and as indexed from year to year.
- M. "Living Wage Commission" means a fifteen person advisory board established by the County Commission for the purpose of reviewing the effectiveness of the Living Wage Ordinance, reviewing certifications submitted by covered employers, reviewing quarterly reports on complaints filed by employees and making recommendations to the County Mayor and Commission.
- N. "Project manager" means the person assigned under a contract, usually a department director of the using agency or his/her designee, who has primary responsibility to manage the contract and enforce contract requirements.

2. MINIMUM WAGES AND POSTING OF INFORMATION

- A. All covered employees providing covered services shall be paid a living wage in accordance with the current rate for the given year in the manner provided for herein for the adjustment of the Living Wage rate. When the covered employer seeks to comply with the Code by choosing to pay the wage rate applicable when also providing a qualifying Health Benefit Plan, such health benefit plan shall consist of a per hour contribution towards the provision of a Health Benefit Plan for employees and, if applicable, their dependents in accordance with the current rate for the given year. Proof of the provision of such a health benefit plan must be submitted to the awarding authority to qualify for the wage rate for employees with a health benefit plan.
 - B. The minimum amount of payment by a Service Contractor for the provision of a Health Benefit Plan on a per-hour basis will be calculated based on a maximum of a 40-hour work week. Overtime hours will not require additional payments towards the provision of a health benefit plan. If the service contractor pays less than the required amount for provision a health benefit plan provided in this section, then the service contractor may comply with the Living Wage requirements by paying the difference between the premium it pays for the health benefit plan of the Covered Employee and the minimum amount required by this section for a qualifying health benefit plan. The service contractor may require that all employees enroll in a health benefit plan offered by the service contractor, provided that the employee is not required to pay a premium contribution for employee-only coverage. Health Benefit Plan for purposes of this section shall qualify if it includes the benefits contained in a standard health benefit plan meeting the requirements set forth in §627.6699(12)(a)Florida Statutes.
- (1) To the extent a Covered Employer seeks to pay the lower Living Wage rate for employers providing a qualifying Health Benefit Plan during the initial eligibility period applicable to new employees, the Living Wage requirement may be complied with as follows during the eligibility period:

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- i. A Covered Employer may only qualify to pay the Living Wage rate applicable to employees with a Health Benefit Plan for a term not to exceed the first ninety (90) days of the new initial employee's eligibility period, said term commencing on the employee's date of hire.
 - ii. If the Covered Employee is not provided with a qualifying Health Benefit Plan within ninety (90) days of initial hire, then the Covered Employer, commencing on the ninety-first (91) day of the new employee's initial eligibility period, must commence to pay the applicable Living Wage rate for Covered Employees without a Health Benefit Plan and must retroactively pay the Covered Employee the difference between the two Living Wage rates for the term of the eligibility period.
- C. Pursuant to Section C of County Code Section 2-8.9, the Living Wage rate must be annually indexed based on the Consumer Price Index (CPI) calculated by the U.S. Department of Commerce as applied to the County of Miami-Dade.
- D. Covered employees shall be paid by company or cashier's check, not less than bi-weekly, and without subsequent deduction or rebate on any account. The covered employer shall pay wage rates in accordance with federal and all other applicable laws such as overtime and similar wage laws.
- E. Covered employers must post in a visible place on the site where such contract work is being performed, a notice specifying the (1) wages/benefits to be paid; (2) the amount of liquidated damages for any failure to pay such specified combined overall hourly wage rate and benefits; and (3) the name and address of the responsible official in Miami-Dade County to whom written complaints should be sent. Posting requirements will not be required where the employer prints the following statements on the front of the covered employee's paycheck and every six months thereafter: "You are required by Miami-Dade County law to be paid at least [insert applicable rate under this Chapter] dollars an hour. If you are not paid this hourly rate, contact your supervisor or a lawyer." All notices will be printed in English, Spanish and Creole. Any complaints of underpayment must be filed in writing with the Director of the Department of Business Development, 111 Northwest First Street, 19th Floor, Miami, FL, 33128, (305) 375-3134.
- F. Covered employers must refrain from terminating or otherwise retaliating against an employee performing work on the contract even though a complaint of practices has been filed by the employee or other investigative or enforcement action is being taken regarding such service contractor.

3. LIABILITY FOR UNPAID WAGES; PENALTIES; WITHHOLDING

- A. In the event of any underpayment of required wage rates, the contractor may be liable to the underpaid employee for the amount of such underpayment within thirty (30) days of the findings of violation. Covered employers found to be in violation of the requirements of Section 2-8.9 may also be required to pay liquidated damages of up to \$500 to the County for each employee of the covered employer who performs any portion of the contract work for each week, or portion thereof, that is paid less than the specified applicable living wage rate. Request for appeals of violations must be filed in writing with the compliance officer within ten (10) days of receipt of the violation.

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- B. Any wages not collected by underpaid employees shall be remitted, by the employer responsible for paying the wage debt, to the Department of Business Development (DBD) for depository into the DBD Trust Fund. Proceeds from the "Trust Fund" shall be held for one (1) year and if not claimed by the underpaid employee, shall be transferred to the State of Florida.
- C. The County may withhold from a service contractor any moneys payable on account of work performed under the contract, such sums as may be determined to be necessary to satisfy any liabilities for unpaid wages and penalties as provided herein. In order to preserve the rights of the affected workers under Section 2-8.9, the project manager may withhold or cause to be withheld from the service contractor under this agreement so much of the accrued payments or advances as may be considered necessary to pay employees of the covered employer the full amount of wages required by the contract. In the event of failure to pay any covered employee, employed or working on the project, all or part of the wages required by the contract, the project manager may, after written notice to the service contractor, take such action as may be necessary to cause the suspension of any further payment, until such violations have ceased. The withheld monies shall be remitted to the covered employee only in accordance with the provisions of Section 6, "Complaints and Hearings; Contract Termination and Debarment".
- D. In addition to the payment of penalties and back wages, repeat offenders may be debarred from doing business with the County for a period of up to five years and/or have their contracts terminated.
- E. A covered employer who fails to respond to a notice of non-compliance, fails to attend a Compliance Meeting, or who does not timely request an administrative hearing from an adverse compliance determination made by DBD after a Compliance Meeting shall be deemed not to have complied with the requirements of this section as stated in the notice or determination of non-compliance. Once the determination is made by DBD, the notice or determination of non-compliance will stand. In the case of underpayment of the Living Wage required, an amount sufficient to pay any underpayment shall be withheld from contract proceeds and remitted to the employee and the covered employer may be fined the applicable penalty for such underpayment as follows. In the case of underpayment of the required Living Wage rate, the amount equal to the amount of such underpayment may be withheld from the covered employer and remitted to the employee and in addition, the covered employer may also be fined for such non-compliance as follows:
- (1) For the first underpayment, a penalty in an amount equal to 10% of the amount;
 - (2) For the second underpayment, a penalty in an amount equal to 20% thereof;
 - (3) For the third and successive underpayments, a penalty in an amount equal to 30% thereof;
 - (4) A fourth violation shall constitute a default of the subject contract and may be cause for suspension or termination in accordance with the contract's terms and debarment in accordance with the debarment procedures of the County.

Monies received from payment of penalties imposed hereunder shall be deposited in a separate account and shall be utilized solely to defray DBD's costs of administering the Living Wage provisions. If the required payment is not made within a reasonable period of time, the non-complying Covered Employer and the principal owners thereof shall be prohibited from bidding on or otherwise participating in County Living Wage contracts for a period of three (3) years.

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4. PAYROLL; RECORDS; REPORTING

- A. Each covered employer shall maintain payrolls for all covered employees and records relating thereto and shall preserve them for a period of three (3) years. The records shall contain: the name and address of each covered employee, the job title and classification, the number of hours worked each day, the gross wages earned and deductions made; annual wages paid; a copy of the social security returns and evidence of payment thereof; if applicable, a record of health benefit payments including contributions to approved plans; and any other data or information the Living Wage Commission or compliance officer should require from time to time.
- B. The service contractor shall provide a certificate to the applicable department, with every invoice or requisition for payment, that includes the name, address, and phone number of the covered employer, a local contact person, and the specific project for which the service contract is sought; the amount of the contract and the applicable department the contract will serve; a brief description of the project or service provided; a statement of the wage levels for all employees; and a commitment to pay all employees a living wage as set forth in the contract specifications; and the name and social security number of every employee that provided service for that requisition for payment.
- C. The covered employer shall submit the information required hereunder every six (6) months, to the applicable department a complete payroll showing the employer's payroll records for each covered employee working on the contract for covered services for one payroll period.
- D. The covered employer shall file with the applicable department, every six months, reports of employment activities to be made publicly available, including: race and gender of employees hired and terminated; zip codes of employees hired and terminated; and wage rates of employees hired and terminated.
- E. The covered employer shall make the records required to be kept hereunder available for inspection, copying or transcription by an authorized representative of the County, and shall permit such representative to interview employees during working hours on the job. Failure to submit the required reports upon request or to make records available may be grounds for debarment. The service contractor is responsible for the submission of the information required hereunder and for the maintenance of records and provision of access to same by all subcontractors.

5. SUBCONTRACTS

The service contractor shall insert in any subcontracts the clauses set forth in paragraphs 1 through 6 of this provision and also a clause requiring the subcontractors to include these clauses in any subcontracts. The service contractor shall be responsible for compliance by any subcontractor with the clauses set forth in paragraphs 1 through 6 of this provision.

6. PROCEDURES FOR APPEAL THROUGH ADMINISTRATIVE HEARING OFFICER PROCESS;
CONTRACT TERMINATION AND DEBARMENT

- A. Appeals of findings of violation and imposition of penalties by the compliance officer shall be heard by an administrative hearing officer. Upon the receipt of a written appeal, the compliance officer shall notify the County Manager in writing and the County Manager shall appoint an

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administrative hearing officer and set a time for an administrative hearing. Failure to appeal within the specified time shall be considered a waiver of the appeal process provided for in Section 3.A and an admission of the complaint/violation.

- B. Notification of hearing date shall be served by the compliance officer upon the covered employer against whom the complaint is made within ten (10) working days of the appointment of the administrative hearing officer. Such notice shall be by certified mail, return receipt requested. Such notice shall include:
- 1) A copy of the written complaint, including reasons and causes for the proposed administrative hearing outlining alleged prohibited practices upon which it is based;
 - 2) The penalties assessed;
 - 3) That an administrative hearing shall be conducted before an administrative hearing officer on a date and time not to exceed thirty (30) business days after service of the notice. The notice shall also advise the covered employer that they may be represented by an attorney, may present documentary evidence and verbal testimony, and may cross-examine or rebut evidence and testimony presented against them; and,
 - 4) A description of the effect of the issuance of the notice of the proposed administrative hearing and the potential effect(s) of this administrative hearing.
- C. The compliance officer or his/her designee shall, with the assistance of the project manager, present evidence and arguments to the administrative hearing officer.
- D. No later than seven (7) days prior to the scheduled hearing date, the covered employer must furnish the compliance officer a list of the defenses the covered employer intends to present at the administrative hearing. If the covered employer fails to submit such list, in writing, at least seven (7) days prior to the administrative hearing, or fails to seek an extension of time within which to do so, the covered employer shall be deemed to have waived the opportunity to be heard at the administrative hearing. The administrative hearing officer shall have the right to grant or deny an extension of time, and the decision may only be reviewed upon an abuse of discretion.
- E. Hearsay evidence shall be admissible at the administrative hearing, but shall not form the sole basis for finding a violation of Section 2-8.9. The administrative hearing shall be transcribed, taped or otherwise recorded by a court reporter, at the election of the administrative hearing officer and at the expense of the County. Copies of the hearing tape or transcript shall be furnished at the expense and request of the requesting party. The cost of such transcription may be assessed, by the hearing officer, against a service contractor that has been found to violate Section 2-8.9.
- F. In addition to the payment of penalties and back wages, the County Manager may debar, for a period not to exceed three (3) years, a service contractor or subcontractor and the principal owners and/or qualifying agents thereof found to have violated the requirements of Section 2-8.9 a second time. If the County Manager determines a covered employer failed to comply with these provisions a forth time, the non-complying covered employer's service contract with the County may be terminated.
- G. The County Manager may order the withheld amount equal to any underpayment remitted to the employee. In addition, the County Manager may order payment of a penalty to the County. If

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the required payment is not made within a reasonable period of time, the County Manager may order debarment as described above.

A breach of the clauses contained in this Supplemental General Condition shall be deemed a breach of this contract/ Permit or Lease Agreement and may be grounds for termination of the contract, Permit or Lease Agreement and grounds for debarment, and any other remedies available to the County.

2.23 ACCIDENT PREVENTION AND BARRICADES:

Precautions shall be exercised at all times for the protection of persons and property. All Contractors and Sub-Contractors shall conform to all OSHA, State and County regulations while performing under the Terms and Conditions of this contract. Any fines levied by the above mentioned authorities because of inadequacies to comply with these requirements shall be borne solely by the contractor responsible for same. Barricades shall be provided by the bidder/contractor when work is performed in areas traversed by persons, or when deemed necessary by the County Project Manager.

Note: Any Violation of required safety standards including failure to barricade will result in the following sanctions imposed by the Contract Administrator:

- 1st. Offense: Warning to company
- 2nd. Offense: Removal of responsible employee from County facilities
- 3rd. Offense: Cancellation of contract

2.24 ACCIDENT PREVENTION AND REGULATIONS AT THE AVIATION DEPARTMENT (AVIATION ONLY)

All operations at the Miami-Dade Aviation Department (MDAD) are under the direct control of the Aviation Department and the Federal Aviation Administration. Special regulations apply to all personnel working at these facilities. Bidders shall familiarize themselves with and abide by all applicable laws and regulations at all airports. Bidder's personnel will be required to obtain Aviation Department identification cards prior to commencing work and will be subject to extensive background check prior to issuance of the card. The employer will be required to issue a written request for each employee.

MDAD IDENTIFICATION BADGES - AIRPORT OPERATIONS AREA SECURITY

1. No Contractor or his employees shall commence any work at MDAD Airports without first obtaining a MDAD Authorized Identification Badge from Landside Operations.
2. All Supervisors or Foremen shall secure a Photo Identification Badge and all other workmen shall secure a Non-Photo Identification Badge.
3. A Supervisor or Foremen with a Photo-Identification shall be present on the job site at all times during the work.
4. All badges shall be worn on outer garments so as to be clearly visible.
5. All badges shall be returned to Landside Operations upon completion of the project.

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A.O.A. SECURITY TRAINING

Before a photo identification badge is issued, the individual requesting the badge must attend the Security Identification Display Area (SIDA) training provided by MDAD Operations Division. SIDA training is regularly provided by MDAD Landside Operations Division.

2.25 ESCORTS AT AIRCRAFT OPERATING AREA (AVIATION ONLY)

When performing work at the MDAD, the successful bidder shall report to the Aviation Department's Maintenance Division Building No. 3025 and be directed to the contractor's access gate and then will be escorted to and from each area of work that traverses the aircraft operating area. The Department shall monitor the placement of the bidder's equipment at each location. Upon completion of the work, the bidder shall call the Maintenance Office to arrange for inspection and escort out of the aircraft operating area. Any violations of this section by the bidder shall result in immediate cancellation of this Contract.

- A. All drivers of motor vehicles who wish to drive on the Airport Operations Area (AOA) must first have a valid, current appropriate Florida Drivers License or other State License authorized to drive in the State of Florida.
- B. Any authorized driver of a motor vehicle shall have a MDAD Identification Badge before entry will be permitted to the AOA.
- C. A driver with a Non-Photo I.D. Badge issued by Landside must secure an AOA escort before being allowed to drive on the ramp.
- D. A driver with a Photo I.D. Badge shall be allowed to drive on the AOA only after attending and successfully completing the AOA Driver Training Course. The privilege of a person to operate a motor vehicle on the AOA may be withdrawn by the Department because of violation of AOA driving rules or loss of driver's license.

CONTRACTOR RAMP PERMITS

- A. No vehicle will be permitted entry to the AOA without a Ramp Permit obtained from the AOA Division.
- B. The vehicle shall be clearly marked with the Company name and logo.
- C. The vehicle may only enter the AOA through designated DCAD Guard Gates.
- D. The vehicle shall have automobile liability insurance in the amount specified in Section 2 of these Specifications. Proof of such insurance shall be provided to DCAD Airside Operations Division upon request.
- E. Vehicles delivering materials to the site will be given temporary passes at the appropriate Guard Gate; such vehicles shall not be permitted to operate within the AOA without DCAD Escort to be provided by DCAD's Operations Division. To obtain an Escort, the Contractor shall notify DCAD Airside Operations Division 24 hours in advance of such need. These passes shall be surrendered

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upon leaving the AOA. All vehicles shall be marked with the Company name to ensure positive identification while on the AOA.

AIRCRAFT OPERATING AREA (AOA) – RIGHT OF SEARCH

It is understood that the Department has a strong interest in maintaining good Airport Security and intends to implement increased security measures for companies having access to the AOA of the Airport.

The Contractor agrees that its vehicles, cargo, goods, and other personal property are subject to being searched when attempting to enter, leave or be on the AOA. The Contractor further agrees, when required by the Department, that it shall not authorize any employee requiring regular access to the AOA as part of his regular duties, to enter the AOA, unless and until such employee has executed a written 'Consent to Search' form. Persons not executing such Consent to Search form shall not be employed by the Contractor for any project.

It is further agreed that the Department has the right to prohibit an individual, agent or employee of the Contractor or Sub-Contractor from entering the AOA, based upon facts which would lead a person of reasonable prudence to believe that such individual might be inclined to engage in theft, cargo tampering, aircraft sabotage or other unlawful activities. Any person denied access to the AOA or whose prior authorization has been revoked or suspended on such grounds shall be entitled to a review hearing before a designated representative of the Department within a reasonable time. Prior to such hearing, the person denied access to the AOA shall be advised, in writing, of the reasons for such denial.

The Contractor acknowledges and understands that these provisions are for the protection of all users of the AOA and is intended to reduce the incidence of thefts, cargo tampering, aircraft sabotage and other unlawful activities.

2.26 BACKGROUND CHECK:

The bidders are advised that the County may require all employees to undergo a background check, suitable for access permission in risk subject facilities, such as the Airport, Seaport, County Courthouses, Police Stations, State Attorney's office complex and the like, prior to receiving clearance to work therein, as may be determined by the County. In order to avoid conflicts, any employee who knowingly cannot pass a background check of this nature, conducted by the County, will not be permitted in or on any County facility, as a representative of the bidder or contractor. Employees who have been checked and cannot be permitted in those facilities will be brought to the attention of the official representative of the bidder or contractor.

Employees of the bidders or contractor, who have been arrested, charged or have injunctions or pending cases against them, are not permitted in any Courthouse, State Attorney office, Police Station or other such sensitive location, as an unescorted representative of the bidder or contractor, whether they have been previously cleared or not.

2.27 ADDITIONAL FACILITIES MAY BE ADDED:

Although this Solicitation identifies specific facilities to be serviced, it is hereby agreed and understood that any County department or agency facility may be added to this contract at the option of the County.

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Successful bidder(s) under this contract shall be invited to submit price quotes for these new facilities. If these quotes are comparable with prices offered for similar services, the award(s) shall be made to the lowest responsible bidder(s) meeting specifications in the best interest of the County. Notwithstanding, the successful bidder does not have an exclusive right to these additional sites.

The County may determine to obtain price quotes for the additional facilities from other vendors in the event that fair and reasonable pricing is not obtained from the current contract vendors, or for other reasons at the County's discretion.

2.28 AVAILABILITY OF CONTRACT TO OTHER COUNTY DEPARTMENTS:

Although this Solicitation is for equipment at Aviation, GSA, Housing Agency, Police, and Water & Sewer Departments, it is hereby agreed and understood that any County department or agency may avail itself of this contract and purchase any and all items specified herein from the successful bidder(s) at the contract price(s) established herein.

2.29 CLEAN-UP:

All unusable materials and debris shall be removed by the contractor from the premises. At completion, the successful bidder shall thoroughly clean up all areas where work has been involved, as mutually agreed with the Department Project Manager.

2.30 COMPLIANCE WITH FEDERAL REGULATIONS DUE TO USE OF FEDERAL FUNDING:

Since the goods, services, and/or equipment that will be acquired under this solicitation may be purchased, in part or in whole, with federal funding, it is hereby agreed and understood that Section 60-250.4, Section 60-250.5 and Section 60-741.4 of Title 4 of the United States Code, which addresses Affirmative Action requirements for handicapped workers, is incorporated into this solicitation and resultant contract by reference.

2.31 COMPLIANCE WITH FEDERAL STANDARDS:

All items to be purchased under this contract shall be in accordance with all governmental standards, to include, but not be limited to, those issued by the Occupational Safety and Health Administration (OSHA), the National Institute of Occupational Safety Hazards (NIOSH), and the National Fire Protection Association (NFPA).

2.32 DAMAGED GOODS WHEN SHIPPING IS PROVIDED BY VENDOR:

The vendor shall be responsible for filing, processing, and collecting all damage claims against the shipper.

2.33 DEFICIENCIES IN WORK TO BE CORRECTED BY THE VENDOR:

The successful Bidder shall promptly correct all deficiencies and/or defects in work and/or any work that fails to conform to the Contract Documents; whether or not fabricated, installed or completed. All corrections shall be made within two (2) calendar days after such rejected defects, deficiencies, and/or non-conformances are verbally reported to the Bidder by the County's Project Administrator. The successful Bidder shall bear all costs of correcting such rejected work. If the successful Bidder fails to

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correct the work within the period specified, the County may, at its discretion, notify the successful Bidder, in writing, that the successful Bidder is subject to contractual default provisions if the corrections are not completed to the satisfaction of the County within five (5) calendar days of receipt of the notice. If the successful Bidder fails to correct the work within the period specified in the notice, the County shall place the Bidder on default, obtain the services of another vendor to correct the deficiencies, and charge the successful Bidder for these costs; either through a deduction from the final payment owed to the Bidder or through invoicing.

This provision shall survive the termination of the contract and the successful bidder shall remain responsible for uncorrected deficiencies beyond the term of the contract.

2.34 DELETION OF FACILITIES:

Although this solicitation identifies specific facilities to be serviced, it is hereby agreed and understood that any County department or agency may delete service for any facility (ies) when such service is no longer required during the contract period; upon fourteen (14) calendar day's written notice to the vendor.

2.35 EMERGENCY SERVICE:

The successful bidder shall provide 24 hours, 7 days a week, Emergency Service to the County. During regular work hours (Monday through Friday, 8:00 A.M. to 5:00 P.M.), Emergency Service response time shall be within one (1) hour after notification by the County. During other than regular work hours, the emergency response time shall be within two (2) hours after notification by the County. Response means arrival at the site.

2.36 EQUIPMENT SHALL BE MOST RECENT MODEL AVAILABLE:

The equipment being offered by the vendor shall be the most recent model available. Any optional components which are required in accordance with the contract specifications shall be considered standard equipment for purposes of this solicitation. Demonstrator models will not be accepted. Omission of any essential detail from these specifications does not relieve the vendor from furnishing a complete unit. The unit shall conform to all applicable OSHA, State, and Federal safety requirements. All components (whether primary or ancillary) of the delivered equipment are to be in accordance with current SAE standards and recommended practices. The engineering, materials, and workmanship associated with effort performed hereunder shall exhibit a high level of quality and appearance consistent with or exceeding industry standards.

2.37 FURNISH AND SET IN PLACE REQUIREMENTS – as applicable:

The successful bidder shall be required to furnish the materials or products identified in these bid specifications as well as to set in place or install materials or products at the facility designated by the County. The successful bidder shall also be required to provide adequate training to County personnel on the appropriate use of the materials or products if necessary.

2.38 HOURLY RATE:

The hourly rate quoted shall include full compensation for labor, equipment use, travel time, and any other cost to the bidder. This rate is assumed to be at straight time for all labor, except as otherwise

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noted. The bidder shall comply with minimum wage standards and any other applicable laws of the State of Florida.

2.39 LABOR, MATERIALS, AND EQUIPMENT SHALL BE SUPPLIED BY THE VENDOR:

Unless otherwise provided in Section 3 (entitled "Technical Specifications"), of this solicitation the vendor shall furnish all labor, material and equipment necessary for satisfactory contract performance. When not specifically identified in the technical specifications, such materials and equipment shall be of a suitable type and grade for the purpose. All material, workmanship, and equipment shall be subject to the inspection and approval of the County's Project Manager.

2.40 LICENSES FOR TRADES:

In accordance with the provisions of Miami-Dade County's Charter, professional contractors performing services in/or for Miami-Dade County must show that they have been duly licensed by the Qualifications Board of the County, or licensed by the State of Florida as a State Licensed Contractor, prior to being awarded a contract by the County. All journeyman supplied to perform services in/and for Miami-Dade County must be licensed by the County's Building and Zoning Department, and/or by the State of Florida, and carry their certification card or license when supplying services to the same.

2.41 LICENSES, PERMITS AND FEES:

The vendor shall obtain and pay for all licenses, permits and inspection fees (for modernization inspection) required for this project; and shall comply with all laws, ordinances, regulations and building code requirements applicable to the work contemplated herein. In the event damages, penalties and/or fines are imposed on the County or the vendor for failure to obtain required licenses, permits or inspections, such fines shall be borne by the vendor.

2.42 LOCAL OFFICE SHALL BE AVAILABLE:

The vendor shall maintain an office within the geographic boundaries of South Florida, which includes the following counties: Miami-Dade, Monroe, Broward, and/or Palm Beach. This office shall be staffed by a competent company representative who can be contacted during normal working hours and who is authorized to discuss matters pertaining to the contract.

2.43 MANUFACTURER'S CATALOGUES – BROCHURES (FOR MODERNIZATION ONLY):

The product(s) requested in this bid may be other than the standard product offered by available manufacturers. All supporting documentation submitted by the bidder must meet the required specifications, including, but not limited to standard manufacturer's information sheets, catalogues, brochures, or cut sheets. Where standard product literature is submitted with the bid and offers information that does not comply with the specifications the bidder must state on their company stationery the differences between their bid specifications.

2.44 MATERIALS SHALL BE NEW AND WARRANTED AGAINST DEFECTS:

The vendor hereby acknowledges and agrees that all materials, except where recycled content is specifically requested, supplied by the vendor in conjunction with this solicitation shall be new, warranted for their merchantability, and fit for a particular purpose. In the event any of the materials

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supplied to the County by the vendor are found to be defective or do not conform to specifications, the County reserves the right to: (1) cancel the order and return such materials to the Bidder or (2) require the Bidder to replace the materials at Bidder's expense.

2.45 MODERNIZATION FREE MAINTENANCE SERVICE (as applicable):

The contractor shall provide, as part of the modernization base price, for the units which are fully modernized only, one (1) year of free maintenance, as per Section 2, paragraph 2.19, at no additional cost to the county, as a part of this modernization, to coincide with the warranty/guarantee, commencing with the County's final acceptance of the work.

2.46 OMISSION FROM THE SPECIFICATIONS:

The apparent silence of this specification and any addendum regarding any details or the omission from the specification of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail, and that only materials and workmanship of first quality are to be used. All interpretations of this specification shall be made upon the basis of this agreement.

2.47 PATENTS AND ROYALTIES:

The vendor, without exception, shall indemnify and save harmless the County and its employees from liability of any nature or kind, including cost and expenses for, or as a result of, any copyrighted, patented, or unpatented invention, process, or article manufactured by the vendor. The vendor has no liability when such claim is solely and exclusively due to the combination, operation, or use of any article supplied hereunder with equipment or data not supplied by vendor, or is based solely and exclusively upon the County's alteration of the article. The purchaser will provide prompt written notification of a claim of copyright or patent infringement.

Further, if such a claim is made or is pending, the vendor may, at its option and expense, procure for the purchaser the right to continue use of, replace or modify the article to render it non-infringing. (If none of the alternatives are reasonably available, the County agrees to return the article on request to the contractor and receive reimbursement, if any, as may be determined by a court of competent jurisdiction.) If the vendor uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the contract prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

2.48 PRE-CONSTRUCTION CONFERENCE: (FOR MODERNIZATION ONLY):

The successful bidder(s) shall be required to conduct a Pre-Construction Conference for County officials prior to the manufacturing or assembly of the equipment, which is specified in this bid solicitation. The bidder may select the location of this construction conference, by mutual consent with the Project Manager. Any costs incurred by these County officials in conjunction with the pre-construction conference shall be borne by the County.

2.49 PRIMARY VENDOR DESIGNATION:

While the method of award identified in Section 2.6 of the solicitation prescribes the method for determining the lowest responsive, responsible vendor, the County will award this contract to the designated lowest vendor as the primary vendor and will award this contract to the designated second

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lowest vendor as the secondary vendor respectively. If the County exercises this right, the primary vendor shall be given the first opportunity to perform the service or deliver the goods identified in this contract. If the primary vendor declines this opportunity, the County shall seek the identified goods or services from the secondary vendor. The County may also make award to the third lowest vendor as a tertiary vendor.

2.50 PRODUCTION INSPECTION BY THE COUNTY: (FOR MODERNIZATION ONLY):

The successful bidder is required to conduct on-site production inspections at times, which are mutually convenient to the bidder and the County's officials and shall be performed prior to the final assembly of the equipment in order to evaluate the placement of controls, structural changes and general construction techniques. The bidder shall provide reasonable notice to the County prior to the scheduling of these on-site production inspections.

The County reserves the right to require modifications to the equipment if such modifications are necessary in order to bring the equipment into compliance with the bid specifications or the bidder's proposal.

2.51 PURCHASE OF OTHER ITEMS NOT LISTED WITHIN THIS SOLICITATION BASED ON PRICE QUOTES:

While the County has listed all major items within this solicitation, which are utilized by County departments in conjunction with their operations, there may be similar items that must be purchased by the County during the term of this contract. Under these circumstances, a Department of Procurement Management representative will contact the primary vendor to obtain a price quote. The County reserves the right to award these similar items to the primary contract vendor, another contract vendor based on the lowest price quoted, or to acquire the items through a separate solicitation.

2.52 RELEASE OF CLAIM REQUIRED (FOR MODERNIZATION ONLY):

Pursuant to Florida Statute 255.05 and Metropolitan Dade County Code Section 10-35, all payments to the bidder's subcontractors shall be made within ten (10) days of receipt of the draw by the bidder. With the exception of the first draw, the bidder must pay all of its subcontractors and suppliers who have performed any work or supplied any materials for the project within ten (10) days after receipt of the draw by the bidder for monies due it as a result of a percentage of the work completed. The bidder must provide the County's project manager with duly executed affidavits (subcontractor's statement of satisfaction) or releases of claim from all subcontractors and suppliers who have performed any work or supplied any materials for on the project as of that date. The affidavit or releases shall certify that said subcontractors and suppliers have been paid their proportionate share of all previous draws. In the event such affidavits cannot be furnished, the bidder may submit an executed consent of surety to requisition payment; identifying the subcontractors and suppliers with the amounts for which the statement of satisfaction cannot be furnished. If the bidder fails to provide consent of surety to requisition payment, the amount in dispute will be withheld until either the statement of satisfaction is furnished, or the consent of surety to requisition payment is furnished.

2.53 REPAIRS AND PARTS MANUALS TO BE PROVIDED: (FOR MODERNIZATION ONLY)

The successful Bidder shall supply the County with a minimum of four (4) comprehensive repairs and parts manuals which identify the component parts and which describe the appropriate process for

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repairing the equipment purchased by the County in conjunction with this bid solicitation. The manuals shall be supplied prior to, or upon, delivery of the equipment. Final payment shall be withheld until such time as these manuals are received by the County.

2.54 RISK OF LOSS:

The vendor assumes the risk of loss of damage to the County's property during possession by the vendor and until delivery and acceptance to the County. The vendor shall immediately repair, replace or make good on the loss or damage without cost to the County, whether the loss or damage results from acts or omissions (negligent or not) of the vendor or a third party.

The successful bidder/vendor shall indemnify and save the County harmless from any and all claims, liability, losses and causes of action, which may arise out of the fulfillment of the Agreement. The vendor shall pay all claims and losses of any nature whatever in connection therewith, and shall defend all suits, in the name of the County when applicable, and shall pay all costs and judgments, which may issue thereon.

2.55 SUB-CONTRACTORS OF WORK SHALL BE IDENTIFIED:

The Bidder shall identify any and all Subcontractors (if applicable) that will be used in the performance of the proposed contract, their capabilities and experience, and the portion of the work to be done by the subcontractor. The competency of the Subcontractor(s) with respect to experience, skill, responsibility and business standing shall be considered by the County when making the award in the best interest of the County. If the bidder does not identify any and all sub-contractors that may be used in the performance of the contract in the Bid Proposal, the bidder may be allowed to submit this documentation to the County during the bid evaluation period if such action is in the best interest of the County.

2.56 TOXIC SUBSTANCES/Federal "Right to Know" Regulations:

The Federal "Right to Know" Regulation implemented by the Occupational Safety and Health Administration (OSHA) requires employers to inform their employees of any toxic substances to which they may be exposed in the workplace, and to provide training in safe handling practices and emergency procedures. It also requires notification to local fire departments of the location and characteristics of all toxic substances regularly present in the workplace.

Accordingly, the vendor(s) performing under this contract shall be required to provide two (2) complete sets of Material Safety Data Sheets to **each** User Department utilizing the awarded products. This information should be provided at the time when the initial delivery is made, on a department by department basis.

For additional information on the Federal Right to Know Regulation, contact OSHA at www.OSHA.gov or call (954) 424-0242.

2.57 WAREHOUSE FACILITIES SHALL BE IN SOUTH FLORIDA:

Bids will only be accepted from bidder(s) which have warehouse facilities located within the geographic boundaries of South Florida, which includes the following counties: Miami-Dade, Monroe, Broward, and

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Palm Beach.

The County reserves the right to perform an inspection of these warehouse facilities during the bid evaluation period and any time during the term of the contract and to use this inspection as a means for determining the lowest responsive, responsible bidder. The acceptable size, location, level of security, and functionality of the warehouse shall be determined by the County in consideration of the bid requirements in its best interest; and its decision shall be final.

2.58 WORK ACCEPTANCE:

Work will be inspected by an authorized representative of the County. This inspection shall be performed to determine acceptance of work, appropriate invoicing, and warranty conditions.

2.59 WORK DAY DEFINED:

The work day (Monday through Friday) shall start at 8:00 A.M. and end at 5:00 P.M. All travel time expenses shall be borne by the bidder and will not be reimbursed by Dade County.

2.60 RECYCLING COMPLIANCE:

Miami Dade County has adopted an affirmative procurement program requiring the use of waste reducing, recycled and recyclable products by County departments. The use of such products will reduce the quantity and toxicity of waste generated and will increase the overall demand for recycled and recyclable products.

This contract is in compliance with the County's recycling policy by minimizing the volume of items, which are discarded and extending their useful life through proper maintenance, repair and restoration.

**2.61 APPENDIX B: SECTION 3 OF THE HUD ACT OF 1968
(THIS PARAGRAPH IS APPLICABLE TO GROUP III; MIAMI-DADE PUBLIC HOUSING AGENCY ONLY)**

I. GENERAL REQUIREMENTS

This contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968 and the implementing regulations in 24 Code of Federal Regulations (CFR) Part 135, as amended by interim rule published on June 30, 1994 (59 FR 33866). (Bidders interested in receiving copy of this regulation may fax their request to Miami-Dade Public Housing Agency (MDPHA) Office of Compliance at (305) 643-1773. Section 3 requires that, to the greatest extent feasible and consistent with Federal, State and local laws and regulations, job training, employment, and contracting opportunities be directed to low and very-low income persons. Contractors must familiarize themselves with Section 3 *regulations and requirements*.

This contract is also subject to federal affirmative action plan requirements, which require the contractor to take all necessary affirmative action steps to ensure small, minority and women-owned business enterprises are used only, if subcontracting is applicable to this contract.

See appendix B for additional information and for required bid documents.

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APPENDIX B

II. SECTION 3 DEFINITIONS

The term "Section 3 business" is defined as follows:

Firms owned by Miami-Dade County (M-DC) residents who meet M-DC's low income household limits (see "Miami-Dade 2002 Income Limits"), or whose firms include 30% of these persons as full-time employees.

The term "new hires" is defined as follows:

New hires means full-time employees for permanent, temporary or seasonal employment opportunities and include, but are not necessarily limited to, all management, maintenance, clerical and administrative jobs arising in connection with the development(s) stipulated in the contract award.

The term "Section 3 Resident" is defined as follows:

A **Section 3 Resident** is an individual who lives in Miami-Dade County and (a) is a resident of public housing; **or** (b) is a resident of another federally assisted housing program (Section 8, Section 202, etc.); **or** is a current recipient or participant in a public assistance program (TANF, JTPA, etc.); **or** (c) whose family household income meets the definition of a low-or very-low income family (see no. 5, below).

The current Miami-Dade Income Limits are as follows:

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MIAMI-DADE 2008 INCOME LIMITS

	1	2	3	4	5	6	7	8
	PERSON	PERSON	PERSON	PERSON	PERSON	PERSON	PERSON	PERSON
	S	S	S	S	S	S	S	S
Very Low Income (50%)	21,000.00	24,100.00	27,150.00	30,150.00	32,550.00	34,950.00	37,400.00	39,800.00
Low-Income (80%)	33,800.00	38,600.00	43,450.00	48,250.00	52,100.00	55,950.00	59,850.00	63,700.00

III. SECTION 3 BID PREFERENCE TERMS AND REQUIREMENTS

Preference in the award of MDHA items under this contract will be provided as follows:

1. Bids are being solicited from all businesses. If no responsive bid is submitted by a MDHA pre-certified Section 3 business who meets the "X" factor, as defined below, the contract may be awarded to the lowest responsive, responsible bidder.
2. Where applicable, an award will be made to the LOWEST responsive, responsible pre-certified Section 3 business, with the highest priority ranking, as stipulated under Section III, "Section 3 Business Priority Rankings", if that bid: is within the maximum total contract price established in MDHA's budget, and is not more than "X" higher than the total bid price of the lowest responsive bid from any responsible bidder. "X" is determined as follows:

Bid Amount	X = Lesser of:
When the lowest responsive bid is less than \$100,000	10% of that bid, up to \$9,000
When the lowest responsive bid is between:	
At least \$100,000, but less than \$200,000	9% of that bid, up to \$16,000
At least \$200,000, but less than \$300,000	8% of that bid, up to \$21,000
At least \$300,000, but less than \$400,000	7% of that bid, up to \$24,000
At least \$400,000, but less than \$500,000	6% of that bid, up to \$25,000
At least \$500,000, but less than \$1 million	5% of that bid, up to \$40,000

3. For information on how to become a MDHA-certified Section 3 business, fax, MDHA Office of Compliance, at (305) 643-1773.
4. In order for bidder to qualify for a Section 3 contracting preference, bidder must be pre-certified by MDHA as a Section 3 business, at least two weeks prior to the bid opening date, and submit **Document 00200-B, "Section 3 Business Preference Claim"** (Attachment 2) with bid quote.
5. Section 3 businesses are required to comply with procedures listed under Section IV, "Section 3 Required Documents to Be Submitted with Each MDHA Bid (When Subcontracting Is Not Applicable)", and Section VI "Section 3 Required Contractor and Subcontractor Post-Award Procedures (MDHA Projects Only)", pages 3 and 4.
6. **SECTION 3 BUSINESS PRIORITY RANKINGS:** (The highest priority ranking (PR) is #1.)
PR#1: 51% or more owned by MDHA public housing residents, or whose full-time, permanent work force includes 30 percent of these persons as employees (**Category 1 Businesses**);

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- PR#2: Business owners who are or were participants (within last three years) in HUD Youth build programs currently operating in Miami-Dade County. For more information, contact David Tate, YWCA of Greater Miami, Inc., at (305) 377-9922, or Fax (305) 373-9922 (**Category 2 Businesses**);
- PR#3: 51% or more owned by residents of a federally assisted housing program, such as Section 8, Section 202, HOME, etc., or whose full-time, permanent work force includes no less than 30 percent of those persons as employees (**Category 3 Businesses**);
- PR#4: a) 51 percent or more owned by low or very low-income persons who reside in Miami-Dade County; or whose permanent, full-time work force includes no less than 30 percent of low-income Miami-Dade County persons as employees, including persons that are not currently low or very low-income persons but were low or very-low-income persons, as long as the date of first employment with the business concern has not exceeded a period of three years (see Section II. no. 4", for current Miami-Dade low and very-low income limits); or
- b) Provide evidence of a commitment to subcontract in excess of 25 percent of the total amount of subcontracts to be awarded to business concerns identified under Priority # 1 (category 1 businesses only (PR#4 a and b above are **Category 4 Businesses**).

IV. SECTION 3 REQUIRED DOCUMENTS TO BE SUBMITTED WITH EACH MDHA BID (WHEN SUBCONTRACTING IS NOT APPLICABLE)

This contract is a Section 3 covered activity (Miami-Dade Housing Agency (MDHA) only). Section 3 requires that job training, employment and contracting opportunities be directed toward low and very-low income persons and to businesses that provide economic opportunities to those persons.

All bidders are required to execute and submit Document 00400, "Section 3 Economic Opportunity and Affirmative Marketing Plan (Plan)", with the bid (see Appendix "B", and Attachment 1). An executed Plan document is the bidder's certification that he or she will take all necessary affirmative marketing steps required, in connection with MDHA project award, to (a) meet Section 3 training and employment goals, where feasible, when filling vacant or new positions resulting from MDHA awards, and also seek to recruit qualified minorities and women to fill vacant or new positions resulting from MDHA awards. b) meet Section 3 subcontract goals and ensure small minority and women subcontractors are used (where applicable is permitted).

V. SECTION 3 OPTIONAL DOCUMENTS (TO BE SUBMITTED WITH BID)

Bidders who wish to claim a Section 3 bid preference, are required to submit *Document 00200-B, "Section 3 Business Preference Claim"* (Attachment 2), with the bid (see Section II., Section 3 Bid Preference Terms and Requirements). Only bidders who have been pre-certified by MDHA as a Section 3 business shall be eligible to claim a Section 3 business preference.

VI. SECTION 3 POST-AWARD PROCEDURES (MDHA PROJECTS ONLY)

1. The contractor must submit required MDHA post-award forms (presented at a MDHA post-award meeting), during the performance of the contract in the frequency and format requested by MDHA.

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2. Contractor will be required to submit documentation to MDHA of efforts and results made to train and employ Section 3 residents (resulting from MDHA awards only) in accordance with his or her Plan during the performance of the contract in the format and frequency required by MDHA.
3. Contractor, including any Section 3, small, minority or women-owned business concern awarded work through this MDHA project, must commit to train and employ qualified Section 3 residents (only where vacant or new positions exist in connection with this award) to the greatest extent feasible, not less than **30% of the total number of new hires, but no less than one, whichever is greater**, within their labor force during the term of the contract, in the priority order indicated under Section VII, "Section 3 Resident Priority Order for Training and Employment Opportunities", no.8, below.
4. Contractor is also required to undertake efforts to hire public housing, Section 8 and other Section 3 residents (only where vacant or new positions exist in connection with this award), in part-time positions, for permanent, temporary, or seasonal employment.
5. In addition to nos. 1 and 2 above, contractors must solicit to all minorities and women when filling vacant or new full-time or part-time positions generated through MDHA projects.
6. Contractor must explain to all job applicants how to claim a Section 3 preference (using MDHA forms provided at each pre-construction meeting) and show them the Miami-Dade income chart, included under Section II.
7. When there is a need for new hires, contractor must include Section 3 preference language in job news ads, flyers, and community notice. Notices must be placed at the site where work is to take place and in the surrounding community.
8. When there is a need for new hires resulting from MDHA awards, contractor must carry out recruitment in accordance with the training and employment recruitment requirements listed in Contractor's Plan (see Document 00400, Attachment 1).

VII. SECTION 3 RESIDENT PRIORITY ORDER FOR TRAINING AND EMPLOYMENT OPPORTUNITIES

1. MDHA public housing residents (Category 1 residents);
2. Participants in HUD Youth build programs currently operating in Miami-Dade County. For more information, contact David Tate, YWCA of Greater Miami, Inc. at (305) 377-9922, or Fax (305) 373-9922 (Category 2 residents);
3. Recipients of federal government housing assistance programs, such as Section 8, Section 202, HOME, etc., or who are participants in a federally funded job training program, such as J.T.P.A., etc. (Category 3 residents); or
4. Other individuals who reside in Miami-Dade County, and meet the definition of a low, or very low-income person, as defined, in the current Miami-Dade Income limits (Category 4 residents).

VIII. WELFARE-TO-WORK TAX INCENTIVE AND WORK OPPORTUNITY TAX CREDIT PROGRAM

For information and application assistance, contact Delphine Brown, Center Director of Business Service Center, South Florida Workforce, at (305) 693-2060, ext. 5206 or Bureau of Operations, 1320 Executive Center Drive, Tallahassee, Florida 32399-0667.

IX. SECTION 3 CLAUSES

The *Section 3 Clause* also found at Section 3 regulation, 24 CFR Part 135, p.135.38, must be included in all Section 3 covered contracts. The contractor and subcontractors (where applicable)

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will be bound by its provisions and the *Clause* and must be included in all subcontractor agreements.

SECTION 3 CLAUSE

- a. The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that the employment and other economic opportunities generated by HUD assistance of HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low and very low income persons, particularly persons who are recipients of HUD assistance for housing.
- b. The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the Part 135 regulations.
- c. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or worker's representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- d. The contractor agrees to include this Section 3 clause in every subcontract subject to be in compliance with regulations in 24 CFR Part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.
- e. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed; and (2) with persons other than those to whom the regulations of 24 CFR Part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- f. Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- g. With respect to work performed in connection with Section 3 covered Indian housing assistance, Section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and Section 7(b) agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with Section 7(b).

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DOCUMENT 00400

ATTACHMENT 1

Section 3 Economic Opportunity and Affirmative Marketing Plan (Plan)

Firm Name: _____ Contact Name: _____

The individual above, (consultant), is responsible for planning, implementing and tracking firm's Section 3 (S-3) and affirmative marketing training, employment and contracting goals applicable to Miami-Dade Public Housing Agency (MDPHA) projects and must comply with United States Housing and Urban Development's (USHUD) S-3 regulation at 24 CFR Part 135 (fax MDHA (305) 643-1773 to obtain a copy).

Recruitment Procedures Required to Fill Vacant or New Contractor or Consultant or Subcontractor Positions (only if subcontracting is permitted) Resulting from all MDHA Project Awards

1. Fax (305) 644-5113, MDPHA Resident & Economic Development, for employment referrals from public housing, Section 8 and other housing program recipients, and low-income persons, minorities and women.
2. Advertise at job site and surrounding neighborhood for targeted workers (see #1 above) and use Document 00404, "Section 3 Language for News Ads, Flyers and Job Notices" in all job notices & flyers.
3. Schedule a time and place convenient for public housing, other S-3 residents (listed under no. 1 above), minorities and women to complete job applications.
4. Contact David Tate, YWCA of Greater Miami, Inc. at (305) 377-9922, or fax (305) 373-9922, for HUD Youth build employment referrals.
5. Send notices about S-3 training and employment obligations and opportunities required for Miami-Dade Public Housing Agency projects to labor organizations, where applicable (review Section 3 Clause).
6. Present Document 00401, "Section 3 Resident Preference Claim Form" to all job applicants, explaining S-3 residents will receive preference in the recruitment process, if they meet minimum job eligibility criteria.
7. Ensure applicants that claim a S-3 preference provide proof as described in Document 00401, or complete Document 00402, "Section 3 Resident or Employee Household Income Certification Form" (Public housing residents must receive the highest preference points during the interview/selection process.)
8. Consultant and sub consultants are required to: (a) establish files to document all recruitment efforts and results when filling vacancies or new positions in connection with MDPHA projects; (b) use Document 00403, "Training & Employment Outreach Documentation" form to document agency referral responses, and (c) produce evidence of recruitment efforts to MDHA as requested.

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9. Consultant is responsible for collection of sub consultant(s) training and employment documentation outreach efforts (described under no. 8), new hire reports (required) and weekly employment forms (only when sub consultant(s) hire workers for vacant or new positions in connection with MDHA awards).

Forms described above, under nos. 2 and 6-8, are post-award forms, applicable to successful MDPHA bidder only, and will be distributed at each pre-construction meeting (*fax MDHA (305) 643-1773 to obtain copies*).

Contractor's Recruitment of Section 3, Small, Minority and Women-Owned Businesses (Solicitation Requirements Applicable only on Projects which permit Subcontracting)

Consultant will follow Plan's affirmative marketing steps for each MDPHA award, when he or she subcontracts work, to award a minimum goal of 10% of the overall award amount to S-3 businesses, where feasible, and ensure small, minority and women-owned businesses are used (definitions of a S-3 business and a small, minority and/or women-owned business may overlap, permitting S-3 and affirmative marketing goals in these awards to be simultaneously met). Consultants who subcontract work are required to provide MDPHA with a written explanation if the S-3 minimum subcontracting goal is not met.

Consultant shall demonstrate compliance in solicitation to the business categories, listed above, by following the steps described on page two of this Plan and providing evidence to MDPHA when requested.

SECTION 2

SPECIAL CONDITIONS

DOCUMENT REQUIRED WITH BID

Page 2 of 2

DOCUMENT 00400

ATTACHMENT 1

1. Refer any interested sub consultants that may meet the criteria to become a certified S-3 business to *MDPHA Office of Compliance* (Compliance) for S-3 business application assistance.
2. Fax (305)-643-1773, Compliance, for current MDPHA S-3 business lists and solicit to firms on these lists.
3. Contact *Department of Business Development* (DBD), (305) 349-5965 or fax (305) 349-5915 to obtain lists of small, minority and/or women-owned businesses. Solicitations and awards must be made, where feasible, to various minority-owned firms, including minorities other than firm's own minority, and to women firms.
4. Advertise for S-3 sub consultants/subcontractors (subs) in construction trade journals, such as "The Dodge Reports", and post notices and distributes flyers at work site and surrounding neighborhood. The purpose of such advertisements is to make prospective subs aware of the Section 3 preference requirements applicable to MDPHA project awards.
5. Fax, send or deliver "***Sub consultant Solicitation to Section 3, Small, Minority and Women Businesses***" form, to all prospective sub consultant firms solicited for each MDHA award.
6. Allow each sub consultant a *minimum of five business days* to respond to consultant's solicitation request. Include all "***Letters of Intent***" forms received from S-3, small, and minority, and women-owned sub consultants. Request sub consultants not interested or unavailable to bid to provide consultant with "***Certificate of Unavailability***" form.
7. Use the "***Outreach Documentation Form***" to document recruitment and follow-up with sub consultants. Make a second attempt to solicit to any S-3 firms who did not respond to the first solicitation attempt, using a variety of communication methods, i.e. facsimile, telephone, pager, e-mail, etc.
8. Consultants are required to negotiate with S-3 businesses, first and small, minority and women-owned businesses; second, if the sub consultant's bid amount would make the project infeasible.
9. Submit the following evidence to MDPHA when requested (described under nos. 3-8 above and under "Contractors Recruitment of S-3, Small, Minority and Women businesses", page one, para. one). Other post-award required submittals include Document 00430, "List of Subcontractors/Sub consultants", and, from consultant and its sub consultants or subcontractors, Documents

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00450, 00452 and 00453, "Estimated Workforce Breakdown", "Employee List" and "Consultant/Sub consultant Certification".

10. For each MDPHA project award, retain documentation of outreach efforts and responses received from any organizations and sub consultants contacted for three years after project is completed.

Forms described above, under nos. 5-9, are post-award forms, applicable only if successful bidder will be subcontracting (where subcontracting is permitted) (fax MDHA (305) 643-1773 to obtain copies).

Sign and Print Firm Official's Name and Title

Submission Date

Firm Name/Address

Firm Telephone and Fax Numbers:

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SECTION 2

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DOCUMENT 00200-B

ATTACHMENT 2

SECTION 3 BUSINESS PREFERENCE CLAIM FORM

OPTIONAL DOCUMENT: (ONLY APPLICABLE TO BIDDERS PRE-CERTIFIED BY MDPHA AS A SECTION 3 BUSINESS WHO ARE CLAIMING A PREFERENCE)

____ (Initial) ____ (Firm Name) was certified by MDPHA as a Section 3 Business on ____ (Date). Said firm is claiming a preference for the bid, identified below.

____ (Initial) Said firm certifies, below, with the firm president's signature, that the full-time employee composition, and the ratio of Section 3 full-time employees to non-Section 3 employees continues to be at least 30% or higher.

____ (Initial) Said firm has attached to this form a list of any new full-time or part time employees who were not employed by said firm when firm received its Section 3 Business Certification from MDPHA.

____ (Initial) Where applicable, said firm shall attach Forms C and D (from the Section 3 Business Application) or other applicable documentation to demonstrate whether any new employees who have been hired are Section 3 individuals.

BID NUMBER _____ BID NAME _____

FIRM NAME (Please print or type) _____

PRESIDENT'S NAME (Please print or type) _____

PRESIDENT'S SIGNATURE: _____

PHONE AND FAX NUMBERS: _____

DATE: _____

SECTION 2
SPECIAL CONDITIONS

2.62 MIAMI-DADE PUBLIC HOUSING AGENCY (GROUP III ONLY) IS EXEMPT TO THE FOLLOWING CLAUSES:

The contract to be awarded under this solicitation will be accessed by the Miami-Dade Public Housing Agency (MDPHA). As a Federally-funded agency, certain clauses within this solicitation do not apply to that Department's allocation:

Section 1 Paragraph 1.10 (Local Preferences),
Section 1 Paragraph 1.26 (Office of the Inspector General),
Section 2 Paragraph 2.2 (Small Business Contract Measures), and
Section 2 Paragraph 2.21 (County User Access Program - UAP)

2.63 MINIMUM WAGES BASED ON THE DAVIS BACON ACT (Federal Funds Utilized): Miami-Dade Public Housing Agency – ONLY)

Since this solicitation is being processed in conjunction with federal funding, the wage rate paid to all classifications of employees of the vendor for the work under this solicitation shall not be less than the prevailing wage rates for similar classifications of work in Miami-Dade County, Florida, as established in the Federal Area Wage Decision by the United States Department of Labor. Additionally, all federal regulations and statutes adopted by the U.S. Department of Labor as a result of the Davis Bacon Act shall prevail during the term of this contract.

The vendor shall comply with the regulations of the Davis Bacon Act, pay wages in accordance with the act, submit to the County certify copies of their payroll whenever requested, allow the County to perform interviews to their work force and allow the County to inspect their payrolls as it may deem necessary.

2.64 MODERNIZATION OF EQUIPMENT:

Modernization, as applied to this contract, refers to improvement of the overall operation of the equipment, through the pre-planned and pre-scheduled replacement or addition of apparatus not previously installed. This may include a full modernization which would include the replacement of the controller, machine, drive system, doors, cabs, car frame, etc. A minor modernization may include only the replacement of certain specific elevator components or systems, such as the door operator, a door, a door re-opening device, a cab or cabs, etc.

SECTION 3
TECHNICAL SPECIFICATION

3.1 DEFINITIONS:

1. Contract Document consists of the agreement (acceptance of the proposal and issuance of a Purchase Order duly processed by the Department of Procurement Management and approved by the Board of County Commissioners, Miami-Dade County, Florida), the instructions to bidders, the general and special conditions of the contract, the technical specifications, the drawings (if applicable), all addenda issued prior to the execution of the contract, and all modifications thereto.
2. Project Manager is the Director of the using agency or their authorized representative.
3. Owner is Miami-Dade County, Florida.
4. Contractor or the successful bidder is the person or organization identified as such in the agreement to perform the specified work.
5. Contract Administrator is the Elevator Engineer/Manager from General Services Administration (GSA) and is designated to coordinate and monitor efforts of the Contractor. The GSA contract administrator is responsible for managing the contract on behalf of Miami-Dade County and has full authority to enforce compliance with the terms, conditions, provisions and specifications of this contract in conjunction with the contracting officer.
6. Elevator Engineer/Manager is the representative from the General Services Administration, Office of Elevator Safety, 201 West Flagler Street, Miami, Florida 33130-1510, (305) 375-3912.
7. The term "Elevator Equipment" is a term used as a group designation of all equipment described in this specification, and refers to any and/or all of the "Equipment to be Maintained" and may include any or all of the following, but not limited to: elevators, escalators, mowing walks, dumbwaiters, manlifts, conveyors, cranes, traveling sidewalks, people movers, merchandise movers, wheelchair lifts, etc.
8. Critical Elevators are high-speed elevators, and/or serve buildings with more than three floors, and/or have a high public traffic rate, and/or serve medical facilities. Critical elevators will be identified as such on Section 4 Bid Submittal Form.
9. Non-Critical Elevators: are low speed elevators serving buildings with no more than three floors, and/or which are not necessary for the regular operation of said buildings. Non-critical Elevators will be identified as such on Section 4 Bid Submittal Form.
10. Call-Back Service is any service call or emergency call other than regular preventive maintenance calls.
11. Regular callback service consists of responding (within 1-hour) to requests from the County by telephone or other means during regular working hours (Monday through Friday 8:00 AM to 5:00 PM) of the elevator and/or escalator trade.
12. Overtime callback service consists of awarded vendor responding to jobsite (within 2-hours) to requests from the County by telephone to Company's answering service or call-center during other than regular working hours.

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13. Minor work shall generally be considered as that which can be performed within approximately two hours or less, or by one mechanic (i.e. call backs, replacement of key switches, relays, trouble shooting, etc.) not requiring engineering and supervision.
14. Major work shall generally be considered as that which must be performed by a specialized mechanic or team (mechanic & helper), i.e. repair or replacement of hoist ropes, drive motors, re-wiring of entire controllers, (not component re-wire) etc.
15. Emergency is an unexpected situation or sudden occurrence involving the covered equipment of a serious nature that demands immediate action and response by the contractor, as per paragraph 2.35.

3.2. COMPETENCY OF BIDDER:

The importance of maintaining specified elevator/escalator equipment in a safe and satisfactory operating condition demands that the Bidder, if other than the original manufacturer, be completely qualified to perform maintenance service work to equipment listed on Section 4 Bid Submittal Forms.

A. General Requirements (for all Groups):

1. Bidders shall demonstrate that they have available under their direct employment supervision the necessary organization and facilities to properly fulfill all the services and conditions required under these specifications. Bidder shall submit with their bid a notarized statement attesting to the following: (See Attachment #6 Bid Submittal Forms)
 - a. That the bidder has maintained an organization capable of performing the work hereinafter described, in continuous operation for at least the past five (5) years.
 - b. The names of the employees in the areas responsible for this contract, their functions in the company, title and number of years of service with the bidder's firm and years of experience in the maintenance of Elevators and/or Escalators, as per Attachment #6 Bid Submittal Forms.
 - c. Each presently employed supervisor who will perform work under the contract shall have at the time of submission of bid a Certificate of Competency either as a Certified Elevator Technician or Certified Elevator Inspector, issued by Florida Department of Business Regulation, Division of Hotels and Restaurants, Bureau of Elevator Safety and shall renew it continuously. Each supervisor hired in the future will have such a certificate before performing work under the contract and shall renew it continuously. Prospective Bidders shall submit a copy of this Certificate to the County prior to award.
 - d. Present addresses of the main operating facilities of this organization, location of the engineering department and if any, the location of the research and development department.

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- e. Location and address of the warehouse or other facility that will serve this contract. This facility shall be conveniently located for proper response time to equipment being served, as per Section 2.57 & Attachment #6 Bid Submittal Forms.
- f. List source of major replacement and spare parts such as (but not limited to) rotating elements, worms and gears commutator bars, field coils, and armatures for drive machines. Indicate which of the above parts are available at your facilities and the approximate length of time it would take to obtain those, which are not, as per Attachment #6 Bid Submittal Forms.
- g. That the Bidder's facilities are equipped with:
 - i. Machine shop facilities containing a minimum of two lathes, drill press, power hacksaw, milling machine and a ten-ton hydraulic press. One of the lathes shall be capable of handling stock 18" X 60".
 - ii. Turning tools capable of turning any hoisting machine and motor generator commutator.
 - iii. Machine tools capable of turning main motor drive sheaves grooves on the machine.
 - iv. Testing facilities with reversing ammeters, reversing voltmeters, and power sources capable of supplying voltages from 0 to 600 volts AC or D.C. List any other testing equipment on hand for adequate testing and analysis in case of problems and for preventive maintenance.

In lieu of Section 3.2 A.1.G above, the bidder may have replacement parts, which would make these machines and tools unnecessary. The listing of the sources for parts as referenced in paragraph 3.6.2 A.1.f above, is required. A "Parts Lending" program with manufacturer(s) of Original Equipment will be satisfactory, as per Attachment #6 Bid Submittal Forms.

- h. That the local facility, which must be conveniently located for response times specified in Section 3.1 "Definitions" for the equipment being served, has or is equipped with spare parts as herein after specified in Section 3.16 "Parts" and Attachment 6, Bid Submittal Forms.
- i. If group supervisory control or solid state or microprocessor control systems are included in the equipment covered by these specifications bidder must have at least five (5) years experience with identical Control systems and must provide with its bid a detailed written statement of such experience, including the name of company of building serviced, name of representative responsible for supervising the contract for such company or building and complete description of elevator characteristics. A letter of reference on said company or building letterhead shall be submitted with the bid. This requirement may be waived at the discretion of the County Elevator Engineer for original manufacturer(s) of said equipment.
- j. That the bidder shall use only skilled, competent, trained elevator and/or escalator personnel having a minimum experience of three (3) years as an elevator and/or

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escalator mechanic in maintaining elevator and/or escalator systems similar to those in the specifications. (It is not necessary for all the required experience to have been acquired with the bidder's firm). The mechanic shall possess a current Certificate of Competency issued by the State of Florida, as a Certified Elevator Technician, or as a Certified Elevator Inspector as required by Florida Statute Chapter 399. Helpers and apprentice mechanics may be used solely as an assistant, and only under the direct supervision of a mechanic, as required by Florida Statute Chapter 399. (See Attachment 5).

- k. Bidder's main operating facilities are to be equipped with a motor repair shop capable of rewinding field coils, brake coils and armatures for use in elevators and/or escalators similar to those included in the specification or bidder is to supply the name and address of a separate business or company, which they may subcontract with for this service. Spare parts may be supplied by a manufacturer "Parts Lending" program. See Parts Lending Program Section as per Attachment #6, Bid Submittal Forms
 - 2. Communication: Field crews must be equipped with a personal paging system, a two-way radio, or a cellular telephone, PDA, hand held computer, or other two-way communication device for immediate contact and/or dispatch.
- B. For Group I (Critical & Non-Critical Equipment):
- 1. In addition to the other requirements specified above, and in order to qualify, the Bidder shall prove prior to bid and to the satisfaction of the County, that the firm has actively and normally been engaged in the maintenance, service, repair and replacement of materials and equipment in elevators and/or escalators of the same manufacture, capacity and control systems as those covered by this contract, for at least the past ten (10) years. Such Firms shall provide proof that shows that work was performed in buildings with elevators doing continuous duty a minimum of ten hours a day and having four or more landings.
 - 2. In lieu of the ten years of industry experience and minimum five years in business, the principals of the Bidder must submit evidence, acceptable to the County, of formerly having been key management personnel or principal of another firm, with ten (10) years experience in the industry.
 - 3. A minimum of one (1) registered graduate electrical engineer and one (1) registered graduate mechanical engineer, each with at least three (3) years elevator experience, must be maintained as full-time employees of the company to assist in the solution of electrical and mechanical problems and to advise on matters pertaining to safety. List name and contact information for individual, per Attachment #6 Bid Submittal Forms.
- C. For Groups II – V (Non-Critical Equipment):

In addition to the other requirements herein provided, and in order to qualify, the Bidder shall prove prior to bid and to the satisfaction of the County, that the firm has actively and normally been engaged in the maintenance, service, repair and replacement of materials and equipment in elevators and/or escalators of the same manufacture, capacity and control systems as those covered by this contract, for at least the past five (5) years.

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D. Modernization Experience:

This work includes the modernization of equipment which was originally installed by various manufacturers at different sites. The operational significance of this equipment is such that the bidder shall demonstrate to the satisfaction of the County, that the bidder has sufficient engineering and technical experience with the modernization of this vintage and type of equipment.

- a) List five (5) projects of a similar nature performed within the last ten (10) years.
- b) List the names, addresses and phone numbers of the principals/owners of the above.
- c) List the scope of work performed at each location.
- d) List the original name, manufacturers of equipment and vintage of equipment at each location in 'a' above.
- e.) List whether the bidder still maintains the equipment.

3.3 TECHNICAL INTENT:

It is the intention of Miami-Dade County to purchase services as specified herein from a County registered contractor that will give prompt and professional service to achieve full designed life-cycle of the equipment covered by this contract. Any failure of the supplier/contractor to comply with these conditions may be cause for terminating any resulting contract or imposition of a substantial penalty upon the contractor upon written notice by the County.

This work includes the furnishing of all materials, tools, equipment, labor, services, permits, and licenses necessary for the full maintenance and for the modernization of the following equipment, but not limited to: elevators, escalators, dumbwaiters, manlifts, moving walks, conveyors, cranes, traveling sidewalks, people movers, merchandise movers, wheelchair lifts, etc., for Miami-Dade County.

- A. The Contractor shall furnish complete full maintenance service, except where otherwise noted, for the described units of equipment in the Miami-Dade County owned or leased buildings as named and/or located by address. See Section 4 Bid Submittal Form for list of equipment to be maintained and for locations.
- B. Put into operation a continuing system of preventive maintenance to provide necessary, systematic, periodic service, maintenance, and repair for all of equipment listed on Section 4 Bid Submittal Form.

3.4 PRE-MAINTENANCE INSPECTION:

It is the intent of Miami-Dade County to provide full Maintenance Services for the equipment listed in Section 4 of this bid solicitation in accordance with the requirements stated herein. The bidder shall submit an estimated cost for repairs and/or upgrades that may be required to provide safe and proper operation of the equipment.

For this purpose, the bidder shall make a site inspection of the equipment as specified in Section 2, paragraph 2.8 and submit with the bid an Itemized List (See Attachment #1) of pre-maintenance repairs necessary to bring the equipment to a safe and proper condition. The cost of these one-time repairs will not be added to the base pricing for consideration of award, the necessity of which may be obviated by the County requiring the incumbent vendor in the prior contract to make such repairs. The County

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reserves the right to award or not award the pre-maintenance repairs to the bidder who is awarded the contract.

The bidder may also recommend upgrades to the equipment which may not have been included in these specifications. The cost of these recommended upgrades will not be added to the base pricing and will not be considered for purposes of award. Attachments #1 and #2 on Section 4; Bid Submittal Forms provides a format for submitting the pre-maintenance inspection repair and upgrade information/pricing. The County reserves the right to award or not award the recommended upgrades to the bidder who is awarded the contract.

Note: This does not include the normal wear and tear of material and equipment and acts of vandalism after the contract is awarded; but includes any act of vandalism and/or natural decay that is noted and/or observed at the time of the field survey for bidding.

3.5 BIDS:

All bids must be based on conditions at the site and these specifications. Base-bid items are required and provided for in Section 4 Bid Proposal Form. You are also required to provide an hourly price on Attachment #4 Charges for Emergency/Additional Services for Elevator's Mechanic Helper, Elevator Mechanic, and Elevator Foreman/Adjustor – for all three categories (stand-by, minor and major repairs). All sections of the bid submittal forms must be completed.

3.6 SUBCONTRACTORS:

- A. Nothing contained in these specifications shall be construed to create any contractual relationship between any sub-contractor and the County.
- B. The contractor shall be as fully responsible to the County for the acts and omissions of the sub-contractors and persons employed by them as they are for acts and omissions of persons directly employed the Contractor.

3.7 TERMINATION AND DEFAULT:

The importance of the elevators and/or escalators covered by these specifications demands that they be maintained in satisfactory and safe operating condition in accordance with the requirements of the specifications and be kept capable of providing their original maximum capacity, speed and performance. Miami-Dade County reserves the right to make such tests when advisable, to ascertain that the requirements of these conditions are being fulfilled.

Should it be found that the standards herein specified are not being satisfactorily maintained, Miami-Dade County may immediately demand in writing that the Contractor place the elevator and/or escalator equipment in condition to meet these requirements.

The contractor's failure to comply with such a demand within 48 hours will constitute a circumstance under which Miami-Dade County may terminate the contract.

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3.8 CONTRACT ENFORCEMENT:

In order to assure that Miami-Dade County receives the quality and response necessary to insure the safety of the passengers of this equipment, and achieve the maximum designed life cycle of the covered equipment, the contract administrator may impose deductions as liquidated damages. These liquidated damages may be deducted from the monthly contract amount due, up to and including the full monthly contract price of this affected equipment, for failure to perform in accordance with the contract. The monthly payment reduction may be based upon the following schedule:

Late Response to Service Call	10% per Occurrence
No Response to Service Call	25% per Occurrence, Per Day
*Non Performance	10% per Item
Shut Down due to Lack of Parts	100% per Unit

Note:

*Non-performance will be inclusive of, but not limited to, similar failure of equipment more than three (3) times, for a total down time of five (5) hours for elevators, and ten (10) hours for escalators, excluding response time, during a calendar year. Failure to take corrective actions on statutory inspection reports by the inspectors and sending mandatory compliance reports as stipulated in the "Elevator Inspection Report and Order Requiring Correction" shall be construed to be non-performance.

3.9 SUBMITTALS:

The Contractor to whom the award is made shall deliver to GSA, Facilities Management 15 days prior to commencement of the work, the following documents:

- A. Sample Maintenance checklist.
- B. Schedule of maintenance for each type of equipment and the estimated hours per week, per unit for inspections and preventive maintenance to be performed.

Note: Wiring diagrams as may be required under Section 3.0; paragraph 3.11, sub-item N (See Specific Instructions)

SUBMITTALS (FOR MODERNIZATION PHASE ONLY):

- A. Samples of all materials for finished display in sizes of 12" X 12"
- B. Shop drawings and layout drawings of equipment to be modernized.
- C. A straight-line progress schedule for the modernization.

Upon completion of the major modernization, the contractor shall submit to the project manager, the following documents:

- AA. As-built straight line wiring diagrams for the entire elevator plant.

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- BB. Maintenance and Operation Manuals to include sequence of operation of the new control and drive system.
- CC. Parts manuals listing exploded view diagram components and parts
- DD. Certificates of Completion from the authority having jurisdiction and copies of all permits displaying final approvals. Final releases of lien from all suppliers and subcontractors.
- EE. Certificate of Warranty for the entire system and related components.

Note: Wiring diagrams as may be required under paragraph 3.11; sub-item N (See Specifications Instructions).

3.10 MINIMUM MAINTENANCE CHECK SCHEDULE:

The contractor shall prepare and use a checklist schedule of maintenance, periodic testing, cleandowns and other routine job functions required by these specifications for the specific equipment maintained. This check schedule shall be pre-approved by the Elevator Engineer and shall be in accordance with the manufacturer's recommendation to serve the purpose of its intent (in the best interest of Miami-Dade County) to act as an on-site reminder for the technician(s) as they perform Full Preventive Maintenance to achieve the full designed life cycle of the equipment, and to secure the safety of the users of the equipment and of the people around it.

This pre-approved check schedule will not relieve the contractor of their responsibility, liability and obligation to provide the above named safety and permanence of the equipment in working and/or serviceable condition.

This schedule shall be submitted with the proposal and may be in a Printed Card Form.

Note: TO ESTABLISH A GUIDELINE, THE FOLLOWING EXAMINATION FREQUENCY AND LABOR ALLOWANCE SHALL BE OBSERVED, AS MINIMUMS REQUIRED (OR MORE FREQUENTLY AS RECOMMENDED BY MANUFACTURER), EXCEPT AS OTHERWISE NOTED.

PREVENTIVE MAINTENANCE FREQUENCY

<u>TYPE EQUIPMENT</u>	<u>GENERAL GOVERNMENT FACILITIES</u>	<u>ALL AVIATION DEPARTMENT EQUIPMENT</u>	<u>MDTA METRORAIL LINE UNITS ONLY</u>
Hydraulic Elevators	Monthly	Weekly	Bi-Weekly
Geared Traction Elevators	Bi-Weekly	Weekly	Weekly
(Bi-weekly = Once per 2 Weeks)			
Gearless Traction Elevators	Weekly	Weekly	Weekly
Dumbwaiters	Monthly	Weekly	Bi-Weekly
Escalators & Moving Walks	Weekly	Weekly	Weekly

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MAINTENANCE AND REPAIR ALLOWANCE

<u>Minimum Labor Allowance (per unit)</u>	<u>Maintenance</u>	<u>Repair</u>
Hydraulic Elevators	1 man/hour per month	¾ man-hour per month
Geared Traction Elevators	2 man/hour per month	2-man hour per month
Geared Traction Elevators	4 man-hour per month	4-man hour per month
Escalators & Moving Walks	4-man hour per month	4-man hour per month

3.11 MAINTENANCE SERVICE:

- A. The Contractor shall regularly and systematically examine each unit of elevator and/or escalator equipment, its component parts and operation in accordance with minimum maintenance pre-approved checklist; and, as conditions warrant, adjust, lubricate, clean, repair or replace such parts and mechanisms as necessary to render

Full maintenance care and keep the elevator and/or escalator equipment in proper and safe operating condition. Extra care shall be taken to look for any cracked, defective, or worn parts and replace same.

- B. The Contractor shall maintain all elevators and/or escalators under this contract in first-class operating condition to comply with all requirements of the current American Standard Safety Code for Elevators and Escalators, A17.1, and ANSI/ASME, Inspector's Manual, A17.2, and all other applicable laws, regulations, ordinances, codes, etc. The ANSI/ASME Standards and Inspector's manual shall be used as a guide to establish that equipment under this is operating safely. Contractor shall also maintain all the requirements of American with Disabilities Act (ADA) pertaining to elevators and other contracted equipment. In order to conduct routine annual code compliance inspections by the authority having jurisdiction, necessary manpower shall be provided when requested.
- C. The Contractor shall maintain the original efficiency, safety and rated speeds of the units including full running speed, acceleration, deceleration, landing and leveling and floor-to-floor time including door opening and closing time where powerdoor operation exists, all per manufacturer's specifications and/or by code requirements. Additionally the Contractor shall maintain vibration and noise levels within acceptable industry standards for each piece of equipment.

Sound and Vibration Levels:

1. The operating elevator shall produce no noise louder than 55 decibels (dB) in public spaces adjacent to the elevator machinery or enclosure when measured three feet from the enclosure or elevator equipment. Steady state noise levels within the elevator car at every point five feet above the floor shall be not louder than 55 dB. Transient noises caused by elevator equipment operation, not including door operation, shall not be louder than 60 dB in public spaces adjacent to the elevator enclosure or equipment when measured three feet from the source of that noise, using a fast meter response. The acoustic output level of the pumping unit shall not be louder than 86 dB, measured at the machine room door. The elevator door, when operating, shall produce noise not louder than 65 dB when measured three feet from the elevator door and within the elevator car, using a fast response meter.

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2. Escalators shall be maintained to operate at or below sixty-five (65) decibels (dB) sound level, measured five (5) feet above the escalator at any location, with the escalator operating normally, either free-running or under load. For multiple escalator installation, the noise measurements shall be made with only one (1) escalator unit in operation, but with the entire installation complete and in operating condition. An ambient level not to exceed forty-nine (49) decibels shall be maintained prior to units being turned on.
 3. Vibration: Escalator shall be tested for vibration levels. A maximum velocity reading of four-tenths (0.4) of an inch per second shall not be exceeded. The metering device used to perform the test shall be a Bruel and Kjaer Model No. 2516 Integrating Vibration Meter or equal selected by Miami-Dade County. Readings shall be taken throughout the exposed travel of steps.
- D. When and as conditions warrant: the contractor shall clean, adjust, repair and/or replace, including, but not limited to: parts of the machine, brakes, motors, generators, controllers, selectors, signal panels, operating switches and devices in the hoistway, door and gate operators, door protective and monitoring system, car frame, safeties, governors and tension frames, buffers, counterweights, compensators, platforms, wiring, valve unit, pumping unit, plunger, packing, external gearing, drive chain, handrail, handrail drive chain, handrail brush guards, handrail guides and rollers, alignment devices, steps, step treads, step wheels, step chains, step axle bushings, step tracks, comb and floor plates, upper drive, upper drive hearings, tension sprockets and bearings, upper and Newell bearings, start/direction switch, skirt switches, brake switch, underspeed/overspeed switch, drive, belt/drive chain, step upthrust switch, push button assembly, drive unit reducer or shaft, brake, track, turnaround, skirt panel, deck, glass, belt or drive chain, combfinger(s) controller, conduits, wiring, annunciator panel, indicators and key stop switch relay, handrail return switch, step demarcation lights, lighting receptacles, lubrication system, etc.
- E. Component parts to be used in repairing or replacing the foregoing items of equipment include, but are not limited to: worms, gears, thrust bearings, roller or ball bearings, sleeve bearings, pins, brake linings, generator and motor windings, commutators, armatures brush holders, slow down and limit switches, direction switches, leveling switches, load-weighting devices, interlocks, locks and contacts, resistors, rectifiers, springs, magnet frames, segments, brushes, conductor cables, tapes, chains, tubes, condensers, timers, capacitors and shunts, printed circuits, solid state electronic cards, valves, valve units, pistons, solenoids, pumps, hydraulic packing, drive belts/timing belts, underspeed/overspeed switches, direction switches, revolution counters, lights and light guards, steps and step assembly components, step chains, step links, rollers, wheels, handrails, balustrades, combplates, combfingers, etc.
- F. Adjustments to the electric circuits and the sequence of operation of the components shall be in accordance with the engineering tolerance established by the manufacturer of the equipment and the maintenance of mechanical clearances in accordance with the manufacturer's engineering standard tolerance.
- G. Keep the guide rails clean and properly lubricated. When roller-type guides are involved, rail lubricant shall not be used. Periodically tighten rail bracket and fishplate bolts on critical elevators, re-alignment of guide rails if necessary.
- H. To prevent build-up of lint and dirt, periodically (at least once per year): brush lint and dirt from the guide rails, overhead beams and sheaves, counterweight frames, car tops, bottom of platforms, pit

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equipment, machine-room floor and hoist way door hangers and tracks; on escalators and moving walks, remove half of steps and interior side panels and thoroughly clean interior, including, but not limited to, drip pans, steps, truss, and all moving components, etc.

- I. Renew wire ropes as often as deemed necessary to maintain an adequate factor of safety. Periodically the Contractor shall equalize the tension of all hoist ropes, and lubricate in accordance with wire rope manufacturer's recommendations.

Rust or rouge will not be tolerated for wire ropes on this equipment. If noted on any inspection, the Contractor shall remedy the condition permanently within thirty (30) days from written notice. Wire ropes must be replaced prior to wear below minimums required by ANSI A17.1 and A17.2.

- J. Periodically examine all safety devices and governors and make annual safety tests; also make inspections and safety tests as required by the current American Standard Safety Code for Elevators, Dumbwaiters and Escalators, to include five (5) year full load and full speed tests. A written report must be retained and a copy forwarded to elevator engineer following the test. (see Attachments #8 and #9)

Note: The contractor shall notify the Elevator Engineer phone, (305) 375-3912, a minimum of 48 hours in advance of regularly scheduled safety tests, including pressure tests and full load tests, of the time and place of the test. All periodic tests are required by ASME A17.1 and State law, to be witnessed by a Certified Elevator Inspector, which shall be coordinated by the contractor, at no cost to the County. The Elevator Engineer or designated representative may or may not be present during the test, at their discretion.

Conduct monthly tests of elevator portion of emergency power operation and firefighter service Phase I and II if so equipped. Maintain log of tests and results as specified in 3.11 C, and as required by State law. Provide copies of all these reports to the elevator engineer, immediately following tests.

- K. Keep the exterior of the machine and all other parts of the equipment subject to rust, (including, but not limited to; rails, brackets, controller cabinets, duct, carton, toe guards, pit equipment, counterweights, etc.) except where otherwise noted, properly painted and presentable at all times. The motor windings and controller coils are to be periodically treated with proper insulating compound.
- L. Maintain the signal system, devices and fixtures and fixture cover plate (and finish of). Signal equipment includes the elevator intercommunication systems, signal buttons, direction indicator lights, position indicators, hall lanterns, mechanical lanterns, mechanical and electrical dials, signal bells, buzzers and gongs.
- M. Maintain all operating accessories of cab and hoist way doors and gates and keep them in proper adjustment, including, but not limited to; fans, lighting fixtures (including ballasts), illumination light bulbs and tubes in the cab, key switches, emergency car lights and batteries and hoist way door unlocking devices. The contractor shall also periodically tighten, as needed, the fastening of the handrails of elevator cabs.

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- N. The contractor shall furnish, if not present, as-built wiring diagrams provided by the manufacturer, and two sets of the latest up-dated wiring diagrams designated by the manufacturer specifically for the job being bid and noted on each page as such. No wiring diagrams will be accepted unless the name of the building or manufacturer's corresponding contract number appears on them. Two sets of wiring diagrams must be furnished for each group of elevators, one (1) set may be a copy if it is clear, legible, complete, and of the same size as those furnished by the manufacturer. If there is more than one (1) group of elevators in the building then two (2) sets are to be furnished to each group with each set of diagrams properly showing the manufacturer's designations for each corresponding group. The vendor must show proof that the wiring diagrams have been ordered within 30 days after the contract award and must have possession of same within 60 days. One is for the machine room and shall be glued on "masonite" boards or equal of the same size as the diagram and attached (removable) to machine room wall. The remaining set is for the elevator engineer's files. Both sets are to be submitted to elevator engineer for affixation of County stamp, prior to installation. Vendors not adhering to the above specifications will be considered in default of the contract.
- O. In the event that job conditions require variations or adjustments to the wiring diagram, the contractor shall obtain certification from the manufacturer indicating there is no compromise to safety circuits or efficiency of the operation. (See Note 2 below.) In addition, the contractor shall notify the Project Manager of these changes and shall provide as-built drawings in a timely manner. The drawings are the property of the County and will be left in the machine room (and Elevator Engineer Files) at all times.
- Note #1: These as-built diagrams and any appendix reflecting changes thereto do not necessarily represent the current circuitry.
- Note #2: Failure to provide above certification shall be considered default of the contract.
- P. For Hydraulic Elevators, in addition to the foregoing, the contractor shall furnish all labor, materials and equipment necessary to keep the hydraulic pumping equipment in top working order; including, but not limited to: inspection of the system noting controller operation, adjustment, repair or replacement of electrical circuitry, oil levels, hydraulic lines, pump operating frequency, pit cylinder condition, keeping the pit and all drip pans free of oil accumulation, dirt, and debris
- Q. Any improvements that are in progress, at the start of this contract shall be completed by the new contractor. The contractor shall make technical improvements required by the manufacturer as a part of this maintenance contract at no additional cost to Dade County. These technical improvements shall include but shall not be limited to, replacement of aluminum escalator track with steel track. At the present time, there are no technical improvements in progress. Should they occur once the solicitation is awarded, DPM will obtain a price quote from the awarded vendor.
- R. The elevator contractor must have in-house capabilities to produce, via a microcomputer based traffic analyzer manufactured by Delta Elevator Equipment Corp. Model #5049 or Digmatrix, Inc. or (EPTI) in order to be compatible with existing County owned software, a report indicating the location and duration of traffic demand for elevators in a given group of elevators and a quality of service report monitoring service delays and equipment functions and/or malfunctions. As a part of this contract, Dade County reserves the right to request that a Traffic Analysis be performed on any piece of equipment. A complete data diskette and a full written report of actual conditions are to be submitted to the Dade County Elevator Engineer, and/or Project Manager.

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- S. In the case of Critical Elevators, the contractor shall demonstrate by documentation to the Project Manager at the time of bid that they maintain the most current technical information from the manufacturer, on the maintenance, repair, adjustments and safe operation of the elevator outlined in the specifications. Such documentation shall be a written notarized agreement executed by duly authorized representative of the manufacturer and contractor that an exchange of information required has been and will be provided for the duration of the term of this contract.
- T. All lubricants, chemicals and other industrial discard shall be disposed off as per standards and rules laid down by EPA, DERM or any other local, state or national authority/institution.

3.12 ADDITIONAL WORK NOT SPECIFIED:

The County agrees to pay the Contractor for all at the current established purchase price for all materials and cost of regular and over time labor, as per Attachment #4 as may be needed for items of work described below, except as otherwise noted. Such work shall only be performed when authorized by the Project Manager;

- A. Maintenance of: cabs, including wall panels, floor, finish of handrails; cab and hoistway door panels, frames, sills; steel guide rail replacement; heat and smoke sensors; power feeder switches, their wiring and fusing; hydraulic cylinder and piping, if located underground; removal and/or refinishing of balustrades and trim moldings of escalators. Note. If repair, and/or replacement, and/or refinishing of any of the above items are necessitated due to the act or omission of the contractor, such cost shall be borne by the contractor, at no cost to the County. The contractor shall be obligated to advise the County as soon as practicable, of any condition which may adversely affect the above equipment, the correction of which is not within the contractor's control.
- B. Repair or replacement which is necessitated by reason of negligence, accident, or misuse of equipment and apparatus including door entrance, cars, fixtures or due to any other causes beyond the Contractor's control; installation of new attachments or features on the elevator and/or escalator equipment that are non-existent on the date of this contract; modification to or modernization of existing equipment not otherwise included; or perform tests recommended or directed by insurance companies, state, municipal or other governmental authorities, which are either unscheduled at that time by the Contractor or not required by this contract.
- C. Parts and purchased goods used as a part of open order work (not including firm quotations) described in the above two paragraphs, shall be priced in accordance with the following:

Original equipment manufactured parts, or authorized replacements, shall be priced in accordance with the contractor's OEM catalog prices, less a percentage discount to be included on the bid proposal form.

Externally purchased products, shall be priced at actual cost paid, plus a percentage markup to be included on the bid proposal form.

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3.13 CONTRACTOR'S PERSONNEL:

- A. The contractor agrees to use trained personnel directly employed and supervised by them and that the personnel will have adequate experience and possess adequate skills in maintenance of elevator and/or escalator equipment similar to that in the County named buildings.
- B. Regularly assigned maintenance mechanics shall have not less than three (3) years installation and maintenance experience as an elevator and/or escalator mechanic, and shall possess a State of Florida issued license or certificate as required in paragraph 3.2 A.1.J.
- C. All service mechanics shall be equipped with an individually signaled paging service receiver or two-way radio or cellular telephone or other suitable two-way communication device while on duty. Each employee shall have and wear photo identification issued by the contractor complete with the name and license number of the contractor.
- D. The contractor shall maintain and use a separate and exclusive repair crew trained in elevator and/or escalator repair. Repairs shall generally be performed by repair crews, not by maintenance mechanics. All repairs shall be scheduled through the Project Manager.
- E. The contractor shall maintain and use a separate and exclusive periodic test crew(s) properly trained and equipped to perform elevator and/or escalator periodic tests, such as escalator brake torque, side skirt index, elevator annual and five year full load safety tests. Staffing of test crews shall be sufficient not to interrupt maintenance or testing at various other sites. Specially assigned crews shall not be diverted to other sites or departments except in case of emergency with the Project Manager approval. Periodic tests shall generally be performed by test crews, not by maintenance mechanics. All periodic tests shall be scheduled through the Project Manager and shall be witnessed by a State of Florida Certified Elevator Inspector working for the authority having jurisdiction (AHJ) (Miami-Dade County).
- F. The contractor shall provide, maintain and use a "lock box" system for each machine room. The County will provide a key to each machine room door lock for placement into the "lock box". All Contractors' personnel are to possess keys (keyed alike) to the lock box to facilitate access to County equipment by all necessary contractor personnel.

3.14 RECORDS MANAGEMENT:

The contractor shall submit certain documents within this paragraph in written format. In the interest of efficiency and to minimize paperwork, the County will accept the contractor reports on electronic media in the form of data diskette (s) providing that the contractor provides the County the necessary software to read and if necessary copy the data to paper.

A. SERVICE RECEIPTS:

The contractor shall submit monthly (with their invoice) to the Project Manager, a copy of the mechanic's service receipt indicating the date, time and nature of service performed. These service receipts shall be signed by a responsible County employee at the time the work is performed, and a copy of this service receipt or time ticket shall be given to the responsible County employee signing the document at the time of signing, for site records. Firms using electronic media for company internal storage and transmittal of time shall provide a hard copy of the time ticket to the Project

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Manager or designee at the completion of each day or service performed, as applicable. Means of delivery may be by U.S. Mail, facsimile or by hand.

In the event the mechanic cannot get the signature of a responsible County employee to give credit for the extra time expended in an emergency call response and/or repairs, they will leave a copy of the service receipt in the machine room and/or complete log book provided by the County, and so advise the project manager as soon as possible, during the following official work day.

B. SURVEY REPORTS

The Contractor shall perform a complete survey of the equipment bi-annually (twice per year) to insure compliance with the contract and determine the condition of equipment. The Contractor shall submit above bi-annual supervisor's inspection report, to the Miami-Dade County Elevator Engineer and Project Manager, due at the completion of each month for those surveys completed in the prior month, during the contract year. The inspection/survey report must be performed and signed by the contractor's maintenance supervisor. Forms may be obtained from GSA Facilities Management Division.

If the contractor fails to perform the required survey and/or submit the written report of conditions in a timely manner (sixty days past due date), the County reserves the right to perform the survey with their personnel or to contract it to a third party consultant, the cost of which will be deducted from monies due to the contractor as a part of this contract, as determined by the contract administrator.

C. MONTHLY LOG

The Contractor shall provide the Project Manager with a monthly log of all repairs and minor adjustments made in addition to the preventive maintenance work. This log shall consist of the time the complaint was registered, the nature of the complaint, the correction of the problem and the amount of time required correcting the problem.

For Hydraulic elevators, the log book shall also be used to record all oil usage for each elevator. The record shall reflect all items required by code to be recorded, and shall include all oil stored on site, all oil recovered and the re-use or disposal of same, dates of each new transaction of oil usage (add, recover, dispose) and the name of the technician entering the information.

At the County's discretion, the logbook may be maintained either in the machine room or other designated code permitted area approved by the project manager. The Service Contractor is to complete the log on each routine visit.

D. CHECK CHART

The contractor shall maintain on the job site and have available for inspection at all times, a check chart indicating the service routine that has been performed on the most recent visit. Copies of check charts will be submitted to the Elevator Engineer on the anniversary of each contract year and at the time of conclusion of the contract. A copy may be required upon demand by the Elevator Engineer. A copy of this chart will be displayed in the Elevator Machine room or a specified location in the case of escalators.

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Check chart information may be stored and retained via electronic media, provided that the County is provided with the necessary software to access and retrieve data for all time periods.

E. SAFETY TEST REPORTS

The Contractor shall perform periodic safety tests on all elevators, moving walks, and other equipment included in the latest edition of American Society of Mechanical Engineers (ASME) A17.1. Tests are to include all semi-annual, annual, and five (5) year safety, governor and buffer tests as specified in Paragraph 3.11J. The contractor shall perform monthly tests of the elevator portion of emergency power operation and firefighter service Phase I and II as required by American National Standard Institute (ANSI) A17.1 2004 and addenda and A17.2. In the case of five (5) year safety tests, a written report conforming to ASME A17.1 and A17.2 reflecting results of the test shall be submitted to the Elevator Engineer following the test for County records (see Attachments #9 and #10). For other tests a copy of a report for each test will be left in the elevator log book referenced in 3.14C. Documentation required by ASME A17.1-2000 shall be provided in all cases, without exception.

F. WITNESSING OF TESTS

The ASME A17.1 and Florida Statutes Chapter 399 by adoption of A17.1, requires all periodic safety tests on elevator, escalator, moving walk, and other equipment, to be witnessed by a "Qualified Elevator Inspector". The contractor shall provide a schedule of tests to be performed, to the authority having jurisdiction, the Miami-Dade County General Services Administration – Office of Elevator Safety, prior to the tests being performed, so the authority may provide a witness.

G. INSPECTION/AUDIT

The County reserves the right to inspect any of the Contractor's local or regional facilities and records, for the purposes of insuring compliance with the requirements of this contract, at any time during normal working hours, by the Contract Administrator or authorized designee.

H. SUBMITTAL OF RECORDS

Records which are required to be submitted to the County within paragraph 3.14 are to be submitted in written form, except as otherwise noted, and submitted to the Project Manager or their designee. Records requested in the timelines specified shall be adhered to, i.e.; annual, bi-annual, quarterly, monthly, weekly and daily. Failure to conform to this submittal schedule may result in liquidated damages levied by the Contract Administrator for non-performance.

3.15 TOOLS:

The contractor shall provide evidence of their ability to execute efficient and timely repairs of the elevator and/or escalator equipment. Part of this evidence shall be a list of their inventory of special tools used in the maintenance and repair of the elevator and/or escalator equipment covered under this contract. A minimum list, in addition to the common tools of the elevator and/or escalator trade shall be provided. (See Attachment #7) Contractor shall complete a list of the tools that they have either on the service trucks or in their shop. Tools which they do not physically have must be reported where they are available for mechanic's use. (See Attachment #7)

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3.16 PARTS (SPARE):

- A. The Contractor shall furnish and maintain (at the site where the equipment is located) by description and quantity, as a minimum inventory of replacement parts, not less than the original manufacturer's recommended stock of parts listed in each manufacturer's renewal parts book for each elevator and/or each escalator. These replacement parts shall be stored in a steel cabinet provided by the Contractor and located in the County's elevator machine room or other designated location. Contractor shall maintain an accurate and up-to-date inventory control record indicating the date and quantities of each charge-out and re-order of replacement parts. The Project Manager and/or Elevator Engineer, will advise on the missing language, and their representative shall have access to both the inventory control records and the actual parts inventory at all times for the purpose of examining and insuring the Contractor's compliance. At the termination of the contract, the stock replacement parts and parts cabinet shall remain the property of the maintenance contractor, at which time same shall be removed from the site, per Attachment #6, Section 4 Bid Submittal Forms.

Note: The Project Manager or designated representative shall have access to the contractor's local facilities for purposes of verifying the local inventory, at any time during normal working hours.

- B. It shall be the responsibility of the elevator and/or escalator maintenance contractor to supply original replacement parts or parts that have been approved as equal or of superior quality by the manufacturer to maintain basic feature functions as installed.

Note: Miami-Dade County shall not be charged for replacement parts that are no longer production items or are otherwise deemed obsolete. If a component, for which there is no available OEM replacement, fails due to obsolescence, the contractor shall replace the entire component or assembly at their sole expense, including redesigned model assemblies. Total replacement may include, but not be limited to, hydraulic valves, controllers, door operators, generators, timers, motors, etc.

- C. The maintenance contractor at the discretion of the County shall maintain at the job site or their local facilities, a supply of major components and parts to include all motors and other components such as field coils, rotating elements, stators armatures and bearings. The contractor shall also maintain brake coils, bearings, packing seals, pumps, pump motors, printed circuit boards and solid state components for use as spare parts in emergency repairs. These spare parts and components shall be of the same voltage and electrical characteristics, size and metallic compound as was originally installed. A "Parts Lending" plan is an acceptable alternative and recommended as explained in the next paragraph.

In the case of Critical Elevators, the Contractor, if other than the original manufacturer, agrees to provide a fully executed "Parts Lending Plan" which is an agreement between the Maintenance Service Contractor and the Manufacturer "or successors to the firm, (in the event of acquisition or merger" of the original elevator and/or escalator and/or its parts) to lend at once a needed replacement part from the spare parts inventory of the manufacturer, giving at the same time, the manufacturing order to replace that part to said inventory of the manufacturer. A copy of the agreement must accompany the bid. If the original manufacturer is no longer in business, a Parts Lending Plan will be required with the component manufacturers.

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D. The equipment maintained under this contract is of the utmost importance to Miami-Dade County.

1. Facilities (equipment) that is classified as "Critical" must be restored to service in the shortest possible time. If a part or component fails for which the contractor does not have an on-hand (local-stock) replacement, the contractor shall immediately have a spare-lending replacement or permanent replacement shipped via the most expedient method (air-express or similar) by no later than the following working day. If a component or part is identified as requiring replace prior to failure, the contractor shall have a spare-lending or permanent replacement on-site prior to commencement of repair to minimize down time.
2. Facilities that are classified as "Non-Critical" must be restored to service in the most reasonable possible time. (Replacement parts or components needed that may not be in local stock may be shipped by the most reasonable means, (Time/value) in order to restore that elevator to service in a reasonable time. Major components identified as requiring replacement/repair prior to failure, must have an available shop to repair or replacement on-site, to restore the elevator in the most reasonable time.

Note: Some critical County facilities are provided with County-owned major component parts such as valves, motors, pumps, etc. for use only at these facilities for emergency replacement.

As these parts are used, the replaced component shall be rebuilt or otherwise replaced with identical replacement and re-stocked in the designated facility warehouse at the expense of contractor.

E. For the convenience of the County, the Aviation Department currently owns and maintains spare rubber belts for the Westmont Moving Walks covered by Bid Item No. 1.1, in the following manner:

Spare belts were purchased for each of the two widths of moving walks in the longest length required for each type. For the purposes of this contract, the bidders shall obtain price quotations from Westmont Industries, Inc., and/or Fenner/Dunlop Conveyor Belting Europe or future replacement belts, and provide a quotation in the spaces provided in the Bid form. The specifications shall be as required by Westmont Industries, for the original equipment manufactured by them.

Pricing shall include all costs associated with the purchase of the belts, including design, manufacture, crating, shipping, customs fees, applicable taxes and delivery. The parts are currently maintained at the current contractor's storage warehouse, where they are stored, maintained in an air conditioned, humidity controlled environment, and maintained in a manner to periodically transfer rotate the reels of belts, to spread and transfer the load on the reel, as recommended by Fenner/Dunlop, to achieve the maximum shelf life available. Bidders shall provide the storage and maintenance and shall be quoted in the item provided for on the bid forms.

At the time of award of the new contract, the new contractor shall make arrangements to pick up and transport the belts to their warehouse, as provided for above.

As the belts are used on a planned or emergency basis, the contractor shall place an immediate order for the expedited purchase, shipment and delivery of the replacement belt, at the expense of the contractor, in the same manner as is described in paragraph 2 above. The new replacement

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belt of the proper length will be placed back in storage in the same manner described above, for the next replacement.

If the County is required to replace belts due to causes as provided for in Paragraph 3.11 B, not due to normal wear and tear, the County will compensate the contractor for the replacement spare belt, which is to be acquired as described above.

The replacement belts are stored in a series of reels, or two large reels, all of which may not be used in the replacement of a shorter moving walk. However, depending on the age of the spares being used, rubber belts may become brittle or stretch at different rates, and therefore the unused reels may be too old and/or otherwise incompatible to be used as part of the next replacement. Therefore, the replacement belt ordered may have to be of the full longest length, subject to guarantee of compatibility in writing from the belt manufacturer.

3.17 LUBRICANTS:

The lubricants used shall comply with the specifications for lubricants recommended by the equipment manufacturer for the particular device to be lubricated. Oils and grease shall be of approved manufacture. Rope lubricants shall conform to manufacturer's recommendation and ANSI/ASME Inspector's Manual A17.2 Lubricants shall be stored in proper containers. All spent lubricants and chemicals shall be disposed of in a proper, legal manner.

3.18 WORKING HOURS: (See Section 2.59)

- A. The mechanic shall report to the Project Manager or designated representative upon arrival and departure from County facilities.
- B. Perform all work covered in this contract including examination, cleaning, adjustment, lubrication, repairs and replacement during regular working hours of the elevator and/or escalator trade. Shut downs approximately 15 minutes to an hour are permitted in performing non-emergency inspections and repairs, and routine maintenance; except as otherwise noted. Scheduled Shut-Downs for major work and longer than an hour in duration may be at overtime rates between 6:00 P.M. and 7:00 A.M. weekdays, or on weekends and holidays, and requires prior approval from the Project Manager.

Conduct monthly tests of elevator portion of emergency power operation and firefighter service Phase I and II if so equipped. Maintain log of tests and results as specified in 3.14 C.

- C. There are some facilities where all scheduled shutdown maintenance and repair must be performed after normal working hours, during non-peak hours. These items will be identified on the bid proposal forms. All scheduled work requiring shut-down of this identified equipment except emergencies and major repairs which exceed eight (8) hours, shall be performed after normal hours, on a schedule to be determined by the project manager. Major repair work, which exceeds the normal agreed upon after hour's shift, if still on overtime, shall be compensated to the contractor as described in paragraph "F".
- D. This contract includes emergency, minor adjustments and call-back service during regular working hours and other than regular working hours, at no additional charge. (Except where excluded on the bid form)

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- E. The contractor shall provide regular and overtime call back service when requested by the Project Manager or designated representative.
- F. If the County requests the contractor to perform overtime repairs covered in the contract, the current established regular time rate shall be absorbed by the contractor. The County will compensate for overtime hours at the current established overtime rate less the regular rate, (except where provided for on the bid form; see Attachment #4.)
- G. If the County requests the performance of regular or overtime call-back service to make adjustment or repair work for which the contract does not provide, the contractor will be compensated for the time required to perform the work plus travel time at the current established regular or overtime rate.
- H. The established charge per hour for regular and overtime labor for mechanics and helpers shall be as stipulated by the Contractor in the space provided on the Proposal Form.

3.19 EQUIPMENT TO BE MAINTAINED:

The 'elevator equipment' to be serviced under this maintenance contract is indicated on Section 4 Bid Proposal Forms.

3.20 ADDITIONS AND DELETIONS:

It is intended that during the term of the contract, additional units may be added at a price derived from like units bid. Units may also be deleted from the contract during the contract period, see paragraph 2.27.

3.21 MEASUREMENT OF PERFORMANCE:

- A) **Reliability:** Each individual elevator and escalator shall be capable of reliable operation, meeting the following modes of operation and loading criteria:
 - 1. 7,600 operating hours per year.
 - 2. 90% of full load capacity for peak periods for one (1) hour duration, twice daily.
 - 3. Availability of not less than 98% for each escalator, and 99% for each elevator.
(Availability is defined as the total period of normal operational time the elevator is available for use over a time period in (1) above.)
- B) **Mean Time Between Failures:** Each escalator and elevator shall be maintained in a manner to achieve the highest mean time between failure possible, utilizing the most advanced maintenance method and equipment available.
 - 1. $MTBF = \frac{T}{F}$ = $\frac{\text{Actual Operating hours}}{\text{Number of failures in actual operating time}}$

Failures shall be determined exclusive of shutdowns due to vandalism, overloading, and activation of safety devices by external cause.

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2. A digital timer shall be installed on each escalator to measure total elapsed running time, and shall not measure if the stop switch or safety switch is activated. The number of actual operating hours shall be determined by measuring the actual versus available hours. The normal non-operating hours of transit will be excluded.

Elevators shall be equipped with a digital timer, (installed by the contractor), connected similarly to measure the total actual operating hours versus total available hours, not including transit non-operating hours.

Elevators shall be equipped with a digital counter, (installed by the contractor), to count the number of starts and stops of the elevator.

3. A reading will be taken at the beginning of each month, by the mechanic performing routine maintenance, and shall be verified at random by the project manager or their designee. The elapsed time and/or trips shall be recorded at each call back or repair, on the mechanic's time ticket.
4. A target of MTBF improvement shall be no less than 5% per year. A fine shall be levied in accordance with paragraph 3.8 "Contract Enforcement" for failure to achieve this modest goal.

3.22 MODERNIZATION OF ELEVATORS AT VARIOUS MIAMI-DADE FACILITIES:

1. GENERAL SERVICES ADMINISTRATION – HICKMAN GARAGE
2. AVIATION DEPARTMENT – BUILDING 702
3. LIBRARY DEPARTMENT – SOUTH DADE LIBRARY

A. **GEARED CONTROL SYSTEM (Hickman Garage only)**

Furnish all labor and material to provide a new non-proprietary geared control system, replacing the existing relay logic control system. A digital closed-loop microprocessor-based control system specifically designed to meet the particular needs of modernizing the Hickman Garage, two (2) Mowrey geared traction elevators, shall be provided. The system must be a distributed network of modular microprocessor control units and solid-state performance measurement devices. The system will be integrated using serial-link communication. The measurement transducers shall constantly monitor the performance of every controlled elevator function. The control units will evaluate this performance information and automatically adjust performance as necessary to correct deviations within milliseconds. The software shall dispatch elevators based upon real-time response to actual demands on the elevator. The software shall be designed to maintain optimum elevator system performance by evaluating and reassigning hall calls within milliseconds of changes in elevator demand or performance.

HYDRAULIC ELEVATOR CONTROL SYSTEM (Building 702 and South Dade Library)

Furnish all labor and material to provide a new non-proprietary hydraulic elevator control system, replacing the existing hybrid microprocessor/relay logic control system. A digital closed-loop microprocessor-based control system specifically designed to meet the particular needs of modernizing the Building #702 with three (3) each Mowrey hydraulic elevators, and the South Dade Library with two Westinghouse hydraulic elevators, shall be provided. The system must be a distributed network of modular microprocessor control units and solid-state

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performance measurement devices. The system will be integrated using serial-link communication. The measurement transducers shall constantly monitor the performance of every controlled elevator function. The control units will evaluate this performance information and automatically adjust performance as necessary to correct deviations within milliseconds. The software shall dispatch elevators based upon real-time response to actual demands on the elevator. The software shall be designed to maintain optimum elevator system performance by evaluating and reassigning hall calls within milliseconds of changes in elevator demand or performance.

Simplex selective collective operation shall be provided. (All facilities)

B. DUTY (All facilities)

The present duty of capacity and speed for the elevators shall be retained.

C. TRAVEL (All facilities)

The present travel distances of the elevators shall remain unchanged.

D. STOPS & OPENINGS (All facilities)

The present configuration of stops/openings shall remain unchanged.

E. POWER SUPPLY (Hickman Garage and South Dade Library)

The present power supply voltage shall be retained and the new equipment shall be arranged for this power supply. The following work will be performed under this contract, by a licensed electrical subcontractor:

1. Install new approved safety (electrical disconnects) switches as required for elevators per current code.
2. Install new approved safety (electrical disconnects) switches as required for cab lighting, including ground fault circuit interrupter, as per current code.
3. Rework electrical conduit as needed from existing feeder in existing elevator rooms, to new controllers as required.
4. All new safety switches (disconnects) shall be the heavy-duty commercial type, main line switch shall be included with rejection clips to accept class RK-5 fuses.

POWER SUPPLY (Building 702 only)

The present power supply voltage shall be retained and the new equipment shall be arranged for this power supply. The following work will be performed under this contract, by a licensed electrical subcontractor:

1. Rework electrical conduit as needed from existing feeder in existing elevator rooms, to new controllers as required.

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2. Retain existing safety disconnect switches.

F. MACHINE and MOTOR (Hickman Garage only)

The existing geared machines shall be replaced with made in the USA replacement geared machines, as made by Hollister Whitney, or an equivalent approved by the Project Manager, with an equivalent quality (or greater than existing) and shall be compliant with all applicable code requirements, including emergency brake for unintended movement. **See item II, for ropes. If wedge clamp shackles are employed for this project, a wider sheave and hitch plate may be required.**

New A/C VVVF motors shall be provided for compatibility with variable-voltage/variable-frequency drive.

F (1) PUMPING UNIT (South Dade Library only)

Replace existing pumping unit with new pumping unit; to include a new submersible pump and energy efficient motor, with an integral control valve in (or just over) the tank. The hydraulic system shall be of compact design suitable for operation under the required pressure. The power component shall be mounted in the hydraulic-fluid storage tank. The control valve shall control flow for up and down directions hydraulically and shall include an integral check valve. A control section including control solenoids shall direct the main valve and control: up and down starting, acceleration, transition from full speed to leveling speed, up and down stops, pressure relief and manual lowering. All of these functions shall be fully adjustable for maximum smoothness and to meet contract conditions. System to be provided with a muffler, low-pressure switch and a shut-off valve.

F (2) PUMPING UNIT (Building 702)

Retain existing pumping unit unchanged. Filter oil and refurbish existing valve.

G. CONTROLLER (Hickman Garage only)

Existing relay-based controller equipment shall be removed and disposed of.

A non-proprietary microcomputer-based control system shall be provided to perform all of the functions of safe elevator motion and elevator door control. This shall include all of the hardware required to connect, transfer and interrupt power, and protect the motor against overloading. The system shall also perform car operational control. Each controller cabinet containing memory equipment shall be properly shielded from line pollution. The microcomputer system shall be designed to accept reprogramming with minimum system downtime. The dispatching system must contain variable bonus and penalty parameters, which will compensate for demand changes.

The elevator controllers shall comply with Title III of the Americans with Disabilities Act (ADA). The controller shall have a self-leveling feature that shall automatically bring the car to floor landings within a tolerance of .5" (12.7 mm) or better under all loading conditions up to the rated load.

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The controller shall have outputs to drive the visible and audible signals that are required at each hoistway entrance to indicate which elevator car is answering a call. Audible signals shall sound once for up, twice for down.

The controller shall have a position indicator output to drive the required position indicator, which shall indicate the corresponding floor numbers as the car passes or stops at a floor. An audible signal shall sound as the position indicator changes floors, except where voice annunciation is employed.

The controller shall have a voice annunciator output to announce direction and floor number. A suitable speaker shall be provided in the car, with adjustable volume control located at the controller.

The control system shall provide comprehensive means of accessing the computer memory for elevator diagnostic purposes. It shall have permanent indicators for important elevator statuses as an integral part of the controller.

Dedicated permanent status indicators shall be provided on the controller to indicate: when the safety string is closed, when the door locks are closed, when the elevator is operating at high speed, when the elevator is on independent service, when the elevator is on Inspection/Access, when the elevator is on fire service, when the elevator out of service timer has elapsed, and when the elevator has failed to successfully complete its intended movement. In addition, a means shall be provided to display other special or error conditions that are detected by the microprocessor.

An out of service timer (T. O. S.) shall be provided to take the car out of service if the car is delayed in leaving the landing while there are calls existing in the system.

A controller test switch shall be provided. In the test position, this switch shall allow independent operation of the elevator with the door open function deactivated for purposes of adjustment or testing the elevator. The elevator shall not respond to hall calls and shall not interfere with any other car in a duplex or group installation.

A relay panel inspection switch and an up/down switch shall be provided in the controller to place the elevator on inspection operation and allow the user to move the car in the hoistway. The car top inspection switch shall render the relay panel inspection switch inoperative.

A timer shall be provided to limit the amount of time a car is held at a floor due to a defective hall call or car call, including stuck pushbuttons. Call demand at another floor shall cause the car, after a predetermined time, to ignore the defective call and continue to provide service in the building.

The controller computer shall cancel all remaining car calls, if an adjustable number of car calls are answered without the computer detecting a photo eye or infrared detector input.

The microprocessor boards shall be equipped with on-board diagnostics for ease of troubleshooting and field programmability of specific control variables. Field changes shall be stored permanently, using non-volatile memory. The microprocessor board shall provide the features listed below.

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On-board diagnostic switches and an alphanumeric display shall provide user-friendly interaction between the mechanic and the controller.

On-board real time clock shall display the time and date and is adjustable by means of on-board switches.

Field programmability of specific timer values (i.e., door times, actual running time, shutdown time, etc.) may be viewed and/or altered through use of the on-board switches and pushbuttons.

As an integral part of the controller, the capability shall be provided to attach on-site or remote computer peripherals, yielding additional adjustment or diagnostic capabilities.

All power feed lines to the brake shall be opened by an electro-mechanical switch. A single ground, short circuit or solid-state control failure shall not prevent the application of the brake.

The automatic leveling zone shall not extend more than 6" (152.4 mm) above or below the landing level, nor shall the doors begin to open until the car is within 6" (152.4 mm) of the landing. In addition, the inner leveling zone shall not extend more than 3" (76.2 mm) above or below the landing. The car shall not move if it stops outside the inner leveling zone unless the doors are fully closed and locked.

The system shall use an automatic two-way leveling device to control the leveling of the car to within .25" (6.35 mm) or better above or below the landing sill. Over travel, under travel or rope stretch must be compensated for and the car brought level to the landing sill.

The closed loop feedback power control shall be arranged to continuously monitor the actual elevator speed signal from the velocity transducer and compare it with the intended speed signal to verify proper and safe operation of the elevator.

During operation of the elevator with an overhauling load (empty car up or loaded car down), precision speed control shall be obtained by the regulation system used in the power control. The power control shall have the capability to maintain regulation under varying loads.

The controller shall provide stepless acceleration and deceleration and smooth operation at all speeds. The system shall provide the required electrical operation of the elevator control system including automatic application of the brake, which shall bring the car to rest upon power failure.

Failure of the brake to lift as detected by a mechanical switch (if provided) shall cause the control system to take the elevator out of service at the next stop and remain out of service until the condition is corrected.

The controller shall use a variable voltage variable frequency drive for the control of three phase AC induction motors.

A contactor shall be used to disconnect the hoist motor from the output of the drive unit each time the elevator stops. This contactor shall be monitored. The elevator shall not start again if the contactor has not returned to the de-energized position when the elevator stops.

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All power feed lines to the brake shall be opened by an electro-mechanical switch. A single ground, short circuit or solid-state control failure shall not prevent the application of the brake.

The controller shall provide steeples acceleration and deceleration and smooth operation at all speeds.

The controls shall be arranged to continuously monitor the performance of the elevator in such a way that if the car speed exceeds 150 fpm during access, inspection or leveling, the car shall shut down immediately, requiring a reset operation.

The VVVF drive shall be capable of providing a braking pulse to use in the stopping sequence of the elevator. The braking pulse shall take the form of an adjustable DC current pulse applied to the AC motor for an adjustable period of time (0 to .75 second).

The VVVF drive shall be able to be programmed with different volts per hertz patterns, which shall be used to adjust the drive control characteristics.

All options and/or parameters shall be field programmable without need for any external device or knowledge of any programming languages. Programmable options and parameters shall be stored in nonvolatile memory. Any external device required, shall be provided to the owner, Miami-Dade Housing Agency, via the Project Manager.

As a minimum, there shall be a 32-character alphanumeric display to be used for programming and diagnostics. The programmable parameters and options shall include, but not be limited to, the following:

Number of Stops/Openings Served (Each Car)
Simplex/Duplex
Single Automatic Pushbutton
Selective Collective/Single Button Collective
Programmable Fire Code Options
Fire Floors (Main, Alternates)
Floor Encoding (Absolute PI)
Digital PIs/Single Wire PIs
Programmable Door Times
Programmable Motor Limit Timer
Nudging
Emergency Power
Parking Floors
Door Pre-Opening
Hall or Car Gong Selection
Retiring Cam Option for Freight Doors.
Independent Rear Doors
Security
Emergency Hospital Service
Attendant Service
Anti-nuisance - Light Load Weighing and Photo Eye

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Field selectable pre-programmed Fire Service operations compliant with the Fire Codes, as specified in the latest version of ASME A17.1.

For simplex selective collective configurations, each elevator shall have its own computer and dispatching algorithm.

The dispatching algorithm for assigning hall calls shall be real time, based on estimated time of arrival (ETA). In calculating the estimated time of arrival for each elevator, the dispatcher shall consider, but is not limited to, location of each elevator, direction of travel, existing hall call and car call demands, MG start up time, door time, flight time, lobby removal time penalty and coincidence calls.

The controller shall have field programmable outputs to activate different functions based on customer needs. These functions can be outputs such as those listed below.

Fire Phase I Return Complete Signal
Fire Phase II Output Signal
Hall Call Reject Signal
Emergency Power Return

The controller shall have field programmable inputs to initiate special operations based on GSA needs. These functions can be inputs such as those listed below.

Fire Phase I Bypass Input
Fire Phase II Call Cancel Input
Fire Phase II Hold Input
Shut Down Input
Attendant Service Input
Building Security Input
Hospital Emergency Operation Input

The controller shall include absolute floor encoding which, upon power up, shall move the car to the closest floor to identify the position of the elevator. With absolute floor encoding it is not necessary to travel to a terminal to establish floor position.

The controller shall have a serial port for communication with any data or computer terminal such as a CRT terminal, modem, etc.

The controller shall have an RFI Filter to help reduce EMI and RFI noise.

The controller shall have a 3 Phase Line Inductor to match minimum 3% line impedance recommended by various drive manufacturers.

The controller shall have a Drive Isolation Transformer, typically used to match line voltage to motor and drive voltage.

The controller shall be equipped with a total elapsed time timer, activated only when the elevator is in operational status, as well as a digital trip counter connected to the starting circuit to count the number of starts/stops.

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G (1) VARIABLE FREQUENCY VARIABLE VOLTAGE (VVVF) A/C DRIVE (Hickman Garage only)

The variable frequency variable voltage VVVF drive shall be capable of producing full torque at zero speed and shall not require DC injection braking in order to control the stopping of the car. The drive shall use a three-phase, full-wave bridge rectifier and capacitor bank to provide a DC voltage bus for the solid-state inverter.

The drive shall use power semiconductor devices and pulse width modulation, with a carrier frequency of not less than 2 kHz, to synthesize the three-phase, variable voltage variable frequency output to operate the hoist motor in an essentially synchronous mode.

The drive shall have the capability of being adjusted or programmed to achieve the required motor voltage, current and frequency, in order to properly match the characteristics of the AC elevator hoist motor.

The drive shall not create excessive audible noise in the elevator motor.

The drive shall be a heavy-duty type, capable of delivering sufficient current required to accelerate the elevator to contract speed with rated load. The drive shall provide speed regulation appropriate to the motor type.

For non-regenerative drives, a means shall be provided for removing regenerated power from the drive's DC power supply during dynamic braking. This power shall be dissipated in a resistor bank, which is an integral part of the controller. Failure of the system to remove the regenerated power shall cause the drive's output to be removed from the hoist motor.

A contactor shall be used to disconnect the hoist motor from the output of the drive unit each time the elevator stops. This contactor shall be monitored and the elevator shall not start again if the contactor has not returned to the de-energized position when the elevator stops.

All power feed lines to the brake shall be opened by an electro-mechanical switch. A single ground, short circuit or solid-state control failure shall not prevent the application of the brake.

The controller shall provide steeples acceleration and deceleration and provide smooth operation at all speeds.

The power control shall be arranged to continuously monitor the performance of the elevator in such a way that if the car speed exceeds 150 fpm during access, inspection or leveling, the car shall shut down immediately, requiring a reset operation.

G (2) CONTROLLER (Building 702 and South Dade Library only)

At Building 702 - Existing hybrid microprocessor/relay-based controller equipment shall be removed and disposed of.

At SD Library - Existing relay-based controller equipment shall be removed and disposed of.

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A non-proprietary microcomputer-based control system shall be provided to perform all of the functions of safe elevator motion and elevator door control. This shall include all of the hardware required to connect, transfer and interrupt power, and protect the motor against overloading. The system shall also perform car operational control. Each controller cabinet containing memory equipment shall be properly shielded from line pollution. The microcomputer system shall be designed to accept reprogramming with minimum system downtime. The dispatching system must contain variable bonus and penalty parameters, which will compensate for demand changes.

The elevator controllers shall comply with Title III of the Americans with Disabilities Act (ADA). The controller shall have a self-leveling feature that shall automatically bring the car to floor landings within a tolerance of .5" (12.7 mm) or better under all loading conditions up to the rated load.

The controller shall have outputs to drive the visible and audible signals that are required at each hoistway entrance to indicate which elevator car is answering a call. Audible signals shall sound once for up, twice for down.

The controller shall have a position indicator output to drive the required position indicator, which shall indicate the corresponding floor numbers as the car passes or stops at a floor. An audible signal shall sound as the position indicator changes floors, except where voice annunciation is employed.

The controller shall have a voice annunciator output to announce direction and floor number. A suitable speaker shall be provided in the car, with adjustable volume control located at the controller.

The control system shall provide comprehensive means of accessing the computer memory for elevator diagnostic purposes. It shall have permanent indicators for important elevator statuses as an integral part of the controller.

Dedicated permanent status indicators shall be provided on the controller to indicate: when the safety string is closed, when the door locks are closed, when the elevator is operating at high speed, when the elevator is on independent service, when the elevator is on Inspection/Access, when the elevator is on fire service, when the elevator out of service timer has elapsed, and when the elevator has failed to successfully complete its intended movement. In addition, a means shall be provided to display other special or error conditions that are detected by the microprocessor.

An out of service timer (T. O. S.) shall be provided to take the car out of service if the car is delayed in leaving the landing while there are calls existing in the system.

A controller test switch shall be provided. In the test position, this switch shall allow independent operation of the elevator with the door open function deactivated for purposes of adjustment or testing the elevator. The elevator shall not respond to hall calls and shall not interfere with any other car in a duplex or group installation.

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A relay panel inspection switch and an up/down switch shall be provided in the controller to place the elevator on inspection operation and allow the user to move the car in the hoistway. The car top inspection switch shall render the relay panel inspection switch inoperative.

A timer shall be provided to limit the amount of time a car is held at a floor due to a defective hall call or car call, including stuck pushbuttons. Call demand at another floor shall cause the car, after a predetermined time, to ignore the defective call and continue to provide service in the building.

The controller computer shall cancel all remaining car calls, if an adjustable number of car calls are answered without the computer detecting a photo eye or infrared detector input.

The microprocessor boards shall be equipped with on-board diagnostics for ease of troubleshooting and field programmability of specific control variables. Field changes shall be stored permanently, using non-volatile memory. The microprocessor board shall provide the features listed below.

On-board diagnostic switches and an alphanumeric display shall provide user-friendly interaction between the mechanic and the controller.

On-board real time clock shall display the time and date and is adjustable by means of on-board switches.

Field programmability of specific timer values (i.e., door times, actual running time, shutdown time, etc.) may be viewed and/or altered through use of the on-board switches and pushbuttons

As an integral part of the controller, the capability shall be provided to attach on-site or remote computer peripherals, yielding additional adjustment or diagnostic capabilities.

All power feed lines to the brake shall be opened by an electro-mechanical switch. A single ground, short circuit or solid-state control failure shall not prevent the application of the brake.

The automatic leveling zone shall not extend more than 6" (152.4 mm) above or below the landing level, nor shall the doors begin to open until the car is within 6" (152.4 mm) of the landing. In addition, the inner leveling zone shall not extend more than 3" (76.2 mm) above or below the landing. The car shall not move if it stops outside the inner leveling zone unless the doors are fully closed and locked.

The system shall use an automatic two-way leveling device to control the leveling of the car to within .25" (6.35 mm) or better above or below the landing sill.

The elevator shall not require the functioning or presence of the microprocessor to operate on car top inspection or hoistway access operation (if provided) to provide a reliable means of moving the car if the microprocessor fails.

A motor limit timer function shall be provided which, in case of the pump motor being energized longer than a predetermined time, shall cause the car to descend to the lowest landing and park, open the doors automatically and then close them. Car calls shall be canceled and the car taken out of service automatically. Operation may be restored by cycling the main line

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disconnect switch or putting the car on access or inspection operation. Door reopening devices shall remain operative.

A valve limit timer shall be provided which shall automatically cut off current to the down valve solenoids if they have been energized longer than a predetermined time. The car calls shall then be canceled and the car taken out of service automatically. Operation may be restored by cycling the main line disconnect switch or putting the car on access or inspection operation. Door reopening devices shall remain operative.

A selector switch shall be provided on the controller to select high or low speed during access or inspection operation as long as contract speed does not exceed 150 feet per minute.

Viscosity control (valve design must allow the use of this option) shall cause the car to accomplish the following operation. If a temperature sensor determines the oil is too cold, and if there are no calls registered, the car shall go to the bottom landing and, as long as the doors are closed, the pump motor shall run without the valve coils energized to circulate and heat the oil to the desired temperature. In the event that the temperature sensor fails, a timer shall prevent continuous running of the pump motor.

Install a battery lowering device pre-wired, pre-tested and integrated into the standard enclosure.

Solid state starter shall be provided for existing three phase motor, mounted within the controller enclosure.

All available programming options (consult your MCE Sales Representative) or parameters shall be field programmable, without need for any external device or knowledge of any programming languages. Programmable options and parameters shall be stored in nonvolatile memory. As a minimum, there shall be a 32-character alphanumeric display used for programming and diagnostics.

Programmable parameters and options shall include, but are not limited to, the following:

- Number of Stops/Openings Served (Each Car)
- Simplex/Duplex
- Single Automatic Pushbutton
- Selective Collective/Single Button Collective
- Programmable Fire Code Options/Fire Floors (Main, Alternates)
- Floor Encoding (Absolute PI)
- Digital PIs/Single Wire PI's
- Programmable Door Times
- Programmable Motor Limit Timer
- Nudging
- External Car Shutdown Input (e.g., battery lowering device)
- External Low Oil Sensor Input
- External Viscosity Control Input
- Parking Floors
- Hall or Car Gong Selection
- Retiring Cam Option for Freight Doors
- Independent Rear Doors

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MCE Standard Security
Emergency Hospital Service
Attendant Service
Anti-nuisance - Light Load Weighing and Photo Eye

The dispatching algorithm for assigning hall calls shall be real time, based on estimated time of arrival (ETA). In calculating the estimated time of arrival for each elevator, the dispatcher shall consider, but not be limited to, the location of the elevator, the direction of travel, the existing hall call and car call demands, the door time, flight time, lobby removal time penalty and coincidence calls.

The controller shall have field programmable outputs to activate different functions based on customer needs. These functions can be outputs as listed below:

Fire Phase I Return Complete Signal
Fire Phase II Output Signal
Hall Call Reject Signal
Emergency Power Return Complete

The controller shall have field programmable inputs to initiate special operations based on customer needs. These functions can be inputs as listed below:

Fire Phase I Bypass Input
Fire Phase II Call Cancel Input
Fire Phase II Hold Input
Attendant Service Input
Building Security Input

The controller shall include absolute floor encoding, which upon power up, shall move the car to the closest floor to identify the position of the elevator.

The controller shall have a serial port for communication with a data or computer terminal such as a CRT terminal, modem or CMS remote monitoring.

G (3) DOOR PRE-OPENING (Hickman Garage only)

This option shall start to open the doors when the car is in final leveling, 3" (76.2 mm) from the floor. If pre-opening is not selected, the doors shall remain closed until the car is at the floor, at which time the doors shall commence opening.

H. CAR OPERATING PANEL (Hickman and South Dade Library)

A new A.D.A. compliant car operating panel with mechanical illuminated, vandal-resistant buttons shall be provided. The new panel shall be located as required for ADA compliance, and shall include the intercom or telephone speaker/microphone built into the panel, activated by a separate button located on the car panel. The car panel box shall be protected as a dust-proof enclosure as required. Key switches shall be provided for car lights, fan, in-car inspection, independent service, fire service, etc.

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I. HALL BUTTONS (Hickman Garage only)

The existing hall buttons shall be removed and replaced with A.D.A. compliant, vandal resistant **and weather resistant**, illuminated buttons, located at the height required for conformance to the A.D.A.

HALL BUTTONS (South Dade Library only)

The existing hall buttons shall be removed and replaced with A.D.A. compliant, vandal resistant illuminated buttons, located at the height required for conformance to the A.D.A.

J. SIMPLEX OPERATION (All facilities)

Simplex selective collective configuration, with a computer for each controller, assigns cars on a real time basis using estimated time of arrival (ETA). Simplex selective collective automatic operation shall be provided for all single car installations. Operation of one or more car or hall call pushbuttons shall cause the car to start and run automatically, provided the hoistway door interlocks and car door contacts are closed. The car shall stop at the first car or hall call set for the direction of travel. Stops shall be made in the order in which car or hall calls set for the direction of travel are reached, regardless of the order in which they were registered. If only hall calls set for the opposite direction of travel of the elevator exist ahead of the car, the car shall proceed to the most distant hall call, reverse direction, and start collecting the calls.

J (1) INDEPENDENT SERVICE (All facilities)

The elevator control shall be equipped with a feature to permit the operation of the elevator, independent of the collective control, by-passing all hall calls, activated by key switch in the car. This feature when activated in the car shall permit an operator in the car to run the car from floor to floor, open and close doors manually, etc. The car will then respond only to car calls. Car and hoistway doors will only close with constant pressure on a car call push-button or door close button. While on independent service, hall arrival lanterns or jamb mounted arrival lanterns shall be inoperative.

K. ALARM DEVICE (All facilities)

Current code requires the installation of an audible alarm device activated from the car, for emergency signaling. The device provided shall be located as required by code, audible from outside the hoistway.

L. SPECIAL EMERGENCY SERVICE (All facilities)

Special Emergency Service operation shall be provided in compliance with the latest revision of the ASME/ANSI A17.1 Code. Special Emergency Service Phase I to return the elevator(s) non-stop to a designated floor shall be initiated by an elevator smoke detector system or a key switch provided in a lobby fixture, and a jewel shall be illuminated in the lobby fixture. A duplicate fixture shall be located at the alternate landing. The smoke detector system, if required, is to be furnished by others. The elevator contractor shall provide contacts on the elevator controller to receive signals from the smoke detector system. A key switch in the car shall be provided for in-car control of each elevator when on Phase II of Special Emergency

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Service. If an elevator is on independent service when the elevators are recalled on Phase I operation, a buzzer shall sound in the car and a jewel shall be illuminated, subject to applicable codes.

L (1) UNIVERSAL FIRE KEY (Hickman Garage only)

By adoption into Chapter 399 of the Florida Statutes, the Florida Legislature has required the owners of elevators serving buildings having six (6) landings or more to retrofit their elevators with a Universal Key, to recall elevators and control elevators on firefighter service, as described above. The type style, manufacture and key code for the Universal Fire Key has now been selected by the Florida Fire Marshal, as of September 2006. The contractor shall provide the key switches to conform to this requirement, and keys for the appropriate designated agency representative.

M. INSPECTION OPERATION (All facilities)

For inspection purposes, an enabling key switch shall be provided in the car operating panel to permit operation of the elevator from on top of the car and to make car and hall buttons inoperative. An operating fixture shall be provided on top of the car containing continuous pressure "UP" and "DOWN" buttons, an emergency stop button, and a toggle switch. This toggle switch makes the fixture operable and, at the same time, makes the door operator and car and hall buttons inoperable.

N. REMOTE ELEVATOR MONITORING SERVICE (All facilities)

Equipment shall be provided to monitor the elevator system. Automatically, the system will remotely report elevator shutdown alarms and performance alerts to the elevator company's monitoring center. This makes it possible to have a mechanic automatically dispatched in response to alarms and to have two-way voice communication with a trapped passenger. Operating performance data shall also be accumulated on a daily basis for subsequent reporting to and analysis by Miami-Dade County and the elevator contractor. The system shall allow on-line interrogation by a central monitoring computer to determine the current operating status of the elevator.

O. COMBINATION HALL POSITION INDICATOR AND HALL LANTERN (Hickman Garage and South Dade Library only)

The existing combination hall lantern and hall position indicator on the ground floor above the door shall be replaced with a new unit equivalent to existing.

P. TELEPHONE SYSTEM (Hickman Garage and South Dade Library only)

Included as a portion of this modernization package, is the provision of a hands free speaker telephone system. The system shall be: as manufactured by King's Three, Inc., OTIS-Phone®, or prior approved equal. The system shall be incorporated into the car station, in a separate locked accessed panel above the C.O.P., and shall be activated by a separate illuminated button in the car station, located at the height required by A.D.A., with special telephone symbol and Braille marking. The unit shall be equipped to comply with the A.D.A.

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Q. NEW EMERGENCY CAR LIGHTING (Hickman Garage and South Dade Library only)

An emergency power unit employing a 12-volt sealed rechargeable battery and totally static circuit shall be provided. The power unit shall illuminate the elevator car and provide current to the alarm bell in the event of normal power failure. The equipment shall comply with the requirements of the latest revision of the ASME/ANSI A17.1 Code.

R. AUDIBLE SIGNAL (INDICATES PASSING OR STOPPING AT A LANDING) (Hickman Garage and South Dade Library only)

To meet this code requirement, an audible signal shall be installed on the car and be integrated with the new control equipment.

S. CAR DIRECTION INDICATOR (Hickman Garage and South Dade Library only)

An A.D.A. compliant in-car directional indicator shall be **replaced and** installed on each car door entrance, visible from the hall button. The in-car lantern will be equipped with an up and down directional indicator and an audible signal shall be provided, to sound once for up, and twice for down.

T. CAR & COUNTERWEIGHT GUIDES (Hickman Garage only)

Car and counterweight guides shall be replaced with new ELSCO roller guides (or approved equal) on the top and bottom of the car frame and counterweight frame to engage the guide rails.

CAR GUIDES (South Dade Library only)

Car guides shall be replaced with new ELSCO roller guides (or approved equal) on the top and bottom of the car frame to engage the guide rails.

U. PLATFORM (Hickman Garage and South Dade Library only)

The existing platform shall be replaced or repaired, as needed. If manufactured with plywood or other wood product, the platform sub-flooring shall be replaced with marine grade plywood, appropriately treated to prevent wood boring insects, by a certified pesticide applicator, using "Tim-Bor" or other pesticide product approved by the Project Manager. Install new heavy-duty sills on both cars. Rubber isolation shall be replaced as necessary.

V. CAR FRAME AND SAFETY (RETAINED AND REFURBISHED) (Hickman Garage only)

The existing car safety device, designed to stop the car should it attain excessive descending speed, shall be retained. The safeties shall be disassembled, thoroughly cleaned and inspected, repaired and/or re-built and readjusted prior to testing.

W. GOVERNOR (NEW) (Hickman Garage only)

A new centrifugal over-speed governor that operates the car safety shall be installed at the top of the hoist way in the machine room. The governor shall actuate a switch when excessive

SECTION 3
TECHNICAL SPECIFICATION

speeds occur, disconnecting power to the motor and applying the brake before application of the safety. The governor ropes shall be replaced.

X. HOIST ROPES (Hickman Garage only)

The existing hoist ropes shall be replaced, with new hoist ropes of the same type and design. Wedge clamp shackles if used shall be of the staggered configuration to allow installation without interference. If required a new hitch shall be provided on the car and counterweight with a wider drive sheave to accommodate greater spacing required for wedge clamp shackles.

Y. DOOR OPERATORS (Hickman Garage and South Dade Library only)

The existing door operators shall be replaced with new heavy-duty operators as manufactured by G.A.L., or approved equal. They shall include a closed-loop circuit to interface with the new controllers. Tracks shall be replaced (with new GAL water resistant tracks at Hickman), new door rollers, gibs, operator controllers, and gate switches shall be provided. All operating equipment of the door operator for the Hickman Garage shall be zinc coated for weather resistance.

Door protection timers shall be provided for both the opening and closing directions, which will protect the door motor and will help prevent the car from getting stuck at a landing. The door open protection timer shall cease attempting to open the door after a predetermined time in the event that the doors are prevented from reaching the open position. In the event that the door closing attempt fails to make up the door locks after a predetermined time, the door close protection timer shall reopen the doors for a short time. If, after a predetermined number of attempts, the doors cannot successfully be closed, the doors shall be opened and the car removed from service.

A minimum of four different door standing open times shall be provided. A car call time value shall predominate when only a car call is canceled. A hall call time value shall predominate whenever a hall call is canceled. In the event of a door reopen caused by the safety edge, photo eye, etc., a separate short door time value shall predominate. A separate door standing open time shall be available for lobby return.

If the doors are prevented from closing for longer than a predetermined time, door nudging operation shall cause the doors to move at slow speed in the closed direction. A buzzer shall sound during the nudging operation.

Z. DOOR CLOSERS (Hickman Garage and South Dade Library only)

Existing closer assemblies shall be removed and replaced with heavy duty spirator assemblies for improved door closing.

AA. DOOR RE-OPENING DEVICES (Hickman Garage and South Dade Library only)

Elevator doors shall be provided with a reopening device that will stop and reopen the car door(s) and hoistway door(s) automatically should the door(s) become obstructed by an object or person. For the Hickman Garage, the devices installed shall be weather resistant Multi-beam infrared detectors.

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Primary door protection shall consist of a two dimensional, multi-beam light emitting diode LED array projecting across the car door opening. Under normal operation and for any door position, the system shall detect as a blockage an opaque object that is equal to or greater than 1.3 inches (33 mm) in diameter when inserted between the car doors at vertical positions from within 1 inch (25 mm) above the sill to 71 inches (1800 mm) above the sill. Under degraded conditions (one or more blocked or failed beams), the primary protection shall detect opaque objects that are equal to or greater than 4" (100 mm) in diameter for the same vertical coverage. If the system performance is degraded to the point that the 4" object cannot be detected, the system shall maintain the doors open or permit closing only under nudging force conditions.

The door reopening device shall also include a secondary, three dimensional, triangular infrared multi-beam array projecting across the door opening and extending into the hoistway door zone. The door opening device will cause the doors to reopen when it detects a person(s) or object(s) entering or exiting the car in the area between the hoistway doors or the entryway area adjacent to the hoistway doors.

The size of the secondary protection zone shall vary as the door positions vary during opening and closing. The width of the zone shall be approximately one-third the size of the separation between the doors (or door and strike plate for single-slide doors) and shall be approximately centered in the door separation. In order to minimize detection of hallway passers-by who are not entering the elevator, the maximum zone penetration into the entryway shall not exceed 20" for any door separation. Normal penetration depth into the entryway from the car doors shall be ~14" for a door separation of 42". The penetration shall reduce proportionally as the doors close. At door separations of 18" or less the secondary protection system may cease its normal operation since the depth of the zone recedes to where it is inside the hoistway doors. The vertical coverage of the secondary protection shall be ~19" (480 mm) above the sill to ~55" (1400 mm) above the sill (mid-thigh to shoulder of a typical adult).

The secondary protection shall have an anti-nuisance feature which will ignore detection in the secondary zone after continual detection occurs for a significant time period in the secondary zone without corresponding detection in the primary protection zone; i.e. a person/object is in the entryway but does not enter. Normal secondary protection shall be re-enabled whenever a detection occurs in the primary zone.

The reaction time of the door detector sub-system shall not exceed 60 milliseconds when both primary and secondary protection capabilities are active; nor 40 milliseconds when the secondary protection is disabled.

LED circuitry shall include automatic sensitivity adjustment that increases power as required to cancel effects of dust and dirt. It shall extend LED life by reducing power to the LED's whenever full power is not required. It shall also adjust the IR beams to prevailing light conditions in the protected zone. Power supply shall have a self-adjusting voltage range of 17-240 VAC/VDC. It shall be housed in an IP 54-rated water-resistant and dust-proof case. Power cable must be flexible enough to withstand up to 20 million door cycles. System shall be 100% sunlight resistant to more than 100,000 lux. Contacts and PCB terminals shall be gold plated to ensure reliable performance and uninterrupted protection of system. Universal Nudging shall be built in and available for installations requiring door nudging. The unit shall be CSA approved and ADA

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compliant. It shall ship in a single carton with all hardware for side- and center-open installations.

BB. CAR and HOISTWAY DOORS and HOISTWAY DOOR FRAMES (Hickman Garage only)

All existing car and hoistway doors will be replaced, with 302/301 stainless steel with a #4 satin finish. All hoistway doors shall be provided with matching sight guards. All existing hoistway door frames will be refurbished to remove scratches and surface rust, and then inspected by the project manager.

CAR and HOISTWAY DOORS and HOISTWAY DOOR FRAMES (South Dade Library only)

All existing car doors will be replaced, with 302/301 stainless steel with a #4 satin finish. All existing hoistway doors shall be refurbished to remove scratches and surface rust and painted and provided with matching sight guards. All existing hoistway door frames will be refurbished to remove scratches and surface rust, and then inspected by the project manager.

CC. DOOR TRACKS, HANGERS and SILLS (Hickman Garage only)

All existing car and hoistway door tracks and door hangers shall be replaced with zinc coated GAL water resistant tracks and hangers, with all new door rollers, and bottom door guides replaced. New sills shall be provided for the cars. Hoistway door sills shall be refurbished and replaced as may be required due to excessive wear.

DOOR TRACKS, HANGERS and SILLS (South Dade Library only)

All existing car and hoistway door tracks and door hangers shall be replaced with GAL tracks and hangers, with all new door rollers, and bottom door guides replaced. New sills shall be provided for the cars. Hoistway door sills shall be refurbished and replaced as may be required due to excessive wear.

DD. NUDGING OPERATION (Hickman Garage and South Dade Library only)

If during a hall or car call the doors are prevented from closing for a fixed time period, the door protective device shall be rendered inoperative, a buzzer shall sound on the car and the doors shall close at a slower speed. Normal operation shall resume at the next landing reached by the car.

EE. WIRING (All facilities)

All wiring shall be replaced to include machine room, hoistway, car, and hall fixtures, and shall comply with current governing codes. Traveling cables shall be flexible and suitably suspended to relieve strain on individual conductors. Traveling cables shall include coaxial cable to enable the future installation of video monitoring equipment. At least 20% spares (except coax) shall be provided.

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FF. ENGINEERING DESIGN (All facilities)

All new material and equipment furnished shall be specifically designed to operate with the original equipment being retained, thus assuring maximum performance and eliminating any divided responsibility.

GG. SUPERSEDED MATERIAL (All facilities)

All material removed, or unused, not required in the modification will become the property of the elevator contractor and shall be removed from the premises at the conclusion of each stage.

HH. PERMITS AND INSPECTIONS (All facilities)

The elevator contractor shall furnish all licenses and permits and shall arrange for and make all required inspections and tests.

II. ADDITIONAL WORK (All facilities)

The following work, part of and covered under the existing maintenance contract, shall be performed on the equipment at the time of modernization out of convenience.

Hoistway. Divider beams, rails, ledges, fascia, headers and sills shall be thoroughly cleaned. Rail bracket attachments, and other hoistway equipment is checked, tightened, re-aligned, and adjusted as needed.

Worn parts and components which are not included in the modernization are replaced.

Storage. If necessary, the contractor shall provide a secure, dry storage container at their expense, to be placed on-site in a secure space provided by Miami-Dade County, for storage of all tools and material.

JJ. CODES (All facilities)

The elevator equipment shall be furnished and installed in accordance with the most current ASME A17.1 Safety Code for Elevators and Escalators, and A17.2, Inspectors Manual, An American National Standard, including the latest Supplement, and all applicable state and local codes and the Americans with Disabilities Act.

KK. WORKING HOURS (All facilities)

Work shall be completed during regular working hours, except as may be requested, by the project manager.

LL. WORK BY OTHERS (All facilities)

Miami-Dade County shall:

Provide suitable ventilation and cooling equipment, if required, to maintain the machine-room temperature between 45°F and 105°F. The relative humidity should not exceed 85 percent non-condensing.

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Provide electrical power for light, tools, hoists, etc. during installation as well as electric current for starting, testing and adjusting the elevator.

Provide one (1) outside telephone line for each elevator and one for the monitoring system to the elevator machine room that allows data calls to and from a toll-free number at a dispatching center. The telephone line may be either a separate line dedicated to the remote monitoring maintenance equipment or may be an existing line that is shared between another telephone and the remote monitoring maintenance equipment.

Provide a safe on-site storage area for elevator material.

Provide a standby power unit and a means for starting it that will deliver sufficient power to the elevator disconnect switches to operate one or more elevators at a time at full-rated speed.

Provide a transfer switch for each feeder for switching from normal power to standby (emergency) power and a contact on each transfer switch closed on normal power supply with two wires from this contact to one elevator controller.

Provide a means for absorbing power regenerated by the elevator system when running with overhauling loads such as full load down.

MM. ALTERNATES

MM (a) Alternate #1 (Hickman Garage and South Dade Library only):

Provide modernization of elevator cab. (See Bid Group 2, Item 2.1C, alternate 1; and Group 6, Item 6.1C, alternate 1)

Provide modernization of existing cab, for each elevator, refurbish side wall frames and shell of cab, clean glass side panels at Hickman Garage and refurbish dome, painted as selected by project manager from standard paint charts, including refurbishing stainless steel fronts, returns, headers, and provide new stainless steel car doors. Car doors shall be arranged with a solid bar bottom with heavy-duty door guides (gibs), to resist accidental and vandalism damage. The stainless steel shall be grade 302/301 with a #4 finish. Have cab shell inspected for termites, prior to commencing work, and if infested, call project manager for instructions.

Note: Provide optional price with base bid to replace entire cab with similar design, if destroyed by termites (see bid group 2, item 2.1C alternate 1, option A; and Group 6, Item 6.1C, alternate 1, option A).

Install new raised marine grade plywood (protected with Tim-Bor) panels covered with vandal resistant plastic laminate, color as selected by project manager from manufacturer standard selection charts.

Note: Provide alternate pricing to provide solid oak tambour panels, with stainless steel reveals between panels (See bid group 2, item 2.1C alternate 2; and Group 6, Item 6.1C, alternate 2).

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All finished stainless steel shall be grade 302/301 with # 4 satin finishes

All fasteners shall be stainless steel of the same grade and finish as surrounding stainless steel.

Provide steel reinforced sub-floor of marine grade plywood treated for termites, as required.

Install a 1/8" thick aluminum plate over the entire floor as a substrate to the finished floor. Provide and install finished floor of solid vinyl or rubber as manufactured by ENDURA or prior approved equal, sealed on all edges with silicone sealer to prevent water and/or dust from entering between finished floor and platform.

Refurbish or provide and install one new stainless steel handrail, #4 finishes, and equivalent to existing, on all walls at handicapped height.

Two (2) each TYPE T-8 energy efficient florescent dual bulb car light fixtures, with electronic ballasts, shall be provided. Install a fire resistant luminous drop ceiling, with translucent panels.

A heavy duty two speed high CFM squirrel cage fan shall be provided, on the car top, with stainless steel grille inside the car and stainless steel housing on the car top.

All new wood used in the cab and/or platform shall be treated with a wood boring insect preventative treatment, using "Tim-Bor", or equal product approved by Project Manager.

Provide pricing as indicated on the bid proposal page.

MM (a) Alternate #2 -- (see bid group 2, item 2.1B alternate 2; and Group 6, Item 6.1C, alternate 2)

Provide tambour wood paneling (protected with Tim-Bor) in lieu of raised marine grade plywood panels covered with vandal resistant plastic laminate specified above.

3.23 MODERNIZATION OF INDIVIDUAL COMPONENTS FOR EXISTING ELEVATORS (applies to Groups I through 6):

Prospective bidders are required to provide a price on Section 4 Bid Submittal forms, for all individual component items listed below:

A. INFRARED DOOR EDGE DETECTOR (Elevators)

Door protection shall be an infrared curtain unit with an effective range of 16 ft. (5m), accommodating door heights up to 10 ft. (3m). Electrical connections between power supply and emitter/receiver shall be quick-connect and color coded. System shall include provisions for both side-open and center-open mounting in the same kit. LED circuitry shall include automatic sensitivity adjustment that increases power as required to cancel effects of dust and dirt. It shall extend LED life by reducing power to the LED's whenever full power is not required. It shall also adjust the IR beams to prevailing light conditions in the protected zone. Power supply shall have a self-adjusting voltage range of 17-240 VAC/VDC. It shall be housed in an IP 54-rated water-resistant and dust-proof case. Power cable must be flexible enough to withstand up to 20 million door cycles. System shall be 100% sunlight resistant to more than 100,000 lux. Contacts and

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PCB terminals shall be gold plated to ensure reliable performance and uninterrupted protection of system. Universal Nudging shall be built in and available for installations requiring door nudging. The unit shall be CSA approved and ADA compliant. It shall ship in a single carton with all hardware for side- and center-open installations.

B. ADA COMPLIANT CAR OPERATING PANEL (Elevators)

If requested, the contractor shall provide new A.D.A. compliant car operating panel(s) as required to replace existing, permitting the selection of desired floor, through the use of vandal resistant mechanical illuminated buttons, employing the use of low voltage light emitting diode (LED) type lamps. The fixture faceplates in the car and the auxiliary panel (if applicable), shall be of stainless steel. Buttons shall be of stainless steel, with engraved numbers adjacent to or part of the button. Fixtures shall be located at the required level to comply with the ADA, and shall include the intercom speaker/microphone or hands-free telephone built into the panel located above the buttons, activated by a separate button located in the area of the door buttons and emergency alarm button, on the car panel. The car panel box shall be protected as a dust-proof enclosure as required. Key switches shall be provided for car lights, fan, in-car inspection, independent service, fire service, etc.

C. ADA COMPLIANT HALL FIXTURES (Elevators)

New hall fixtures shall be provided, to select the desired direction of travel, through the use of vandal resistant mechanical illuminated buttons, employing the use of low voltage light emitting diode (LED) type buttons. The fixture faceplates at the main lobby and second floors shall be of bronze, all other floors shall be of stainless steel. Fixtures shall be located at the required level for to comply with the ADA.

D. ADA CAR FIXTURES AND SIGNALS (Elevators)

New car and hall fixtures shall be provided, as required to announce or indicate the direction of travel, through the use of vandal resistant illuminated jewels or arrows, employing the use of low voltage light emitting diode (LED) and/or or other similar long life/low energy type lamps. The fixture faceplates at the main lobby and second floors shall be of sufficient size to accommodate all switches and indicating jewels for fire fighter service, emergency power, alternate landing jewel, etc., all other floors shall be of standard size. Fixtures shall be located at the required level for to comply with the ADA.

E. CCTV COMPATIBLE INFRASTRUCTURE (Travel cable)

All traveling cable provided, shall include at least two coax conductors, or shielded conductors, or twisted pairs which are capable of transmitting a video signal without distortion or electrical interference from other elevator circuits, from the car to the machine room. As traveling cable is replaced under the contract, either due to normal wear and tear and/or water damage or modernization, the contractor shall ensure that this capability is maintained. Circuits shall be completed from a termination point at the top of the elevator car to a terminal strip located in the controller.

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F. UNIVERSAL FIRE KEY

By adoption into Chapter 399 of the Florida Statutes, the Florida Legislature has required the owners of elevators serving buildings having six (6) landings or more to retrofit their elevators with a Universal Key, to recall elevators and control elevators on firefighter service. The type style, manufacture and key code for the Universal Fire Key has now been selected by the Florida Fire Marshal, as of September 2006. The contractor shall provide pricing in the spaces provided on the bid proposal pages to provide and install the chosen key switch, on any elevator selected by the contract administrator or their designee, on a site by site or group of sites basis. The sites so designated will be selected in writing. The contractor, upon request, shall install the switch, including any modification to the car operating panel(s), or hall button stations as may be required to accommodate the new design switch. The pricing for installing the switch(es) is presumed to be only on units currently equipped with Fire Fighter Service, and is not intended to include the cost to retrofit or upgrade of fire fighter service on any elevator. Pricing does not include keys, which must be purchased separately by County agencies direct from the selected list of locksmiths.

G. REMOTE ELEVATOR MONITORING SERVICE

Equipment shall be provided to monitor the elevator system. Automatically, the system will remotely report elevator shutdown alarms and performance alerts to the elevator company's monitoring center. This makes it possible to have a mechanic automatically dispatched in response to alarms and to have two-way voice communication with a trapped passenger. Operating performance data shall also be accumulated on a daily basis for subsequent reporting to and analysis by Miami-Dade County and the elevator contractor. The system shall allow on-line interrogation by a central monitoring computer to determine the current operating status of the elevator.

H. TELEPHONE MONITORING

Provide as requested on a per elevator basis, state-of-the-art, 24-hour emergency telephone monitoring services. Each call shall be digitally recorded and records of all actions shall be automatically stored for retrieval and review. Dispatchers shall instantly know where the emergency call was originated including exact location and elevator number. The monitoring staff shall be trained to appropriately handle emergency and non-emergency calls. Emergency calls shall be dispatched to 911. Non-emergency calls shall be dispatched to the building emergency contact person. All calls emergency and non-emergency shall be reported to the building emergency contact person.

3.24 WESTMONT MOVING WALKS RUBBER BELTS:

The Aviation Department will entertain the purchase of spare rubber belts for the Westmont Moving Walks covered by Bid Item No. 1.1, in the following manner:

Spare belts shall be purchased for each of the two widths of moving walks in the longest length required for each type. The bidders shall obtain price quotations from Westmont Industries, Inc., and/or Fenner/Dunlop Conveyor Belting Europe or the replacement belts, and provide a quotation in the

SECTION 3
TECHNICAL SPECIFICATION

spaces provided in the Bid form. The specifications shall be as required by Westmont Industries, for the original equipment manufactured by them.

Pricing shall include all costs associated with the purchase of the belts, including design, manufacture, crating, shipping, customs fees, applicable taxes and delivery. The parts are to be delivered to the bidders storage warehouse, where they will be stored, maintained in an air conditioned, humidity controlled environment, and maintained in a manner to periodically transfer rotate the reels of belts, to spread and transfer the load on the reel, as recommended by Fenner/Dunlop, to achieve the maximum shelf life available. Storage and maintenance shall be quoted in the item provided for on the bid forms.

As the belts are used on a planned or emergency basis, the contractor shall place an immediate order for the expedited purchase, shipment and delivery of the replacement belt, at the expense of the contractor, in the same manner as is described in paragraph 2 above. The new replacement belt of the proper length will be placed back in storage in the same manner described above, for the next replacement.

The replacement belts are stored in a series of reels, all of which may not be used in the replacement of a shorter moving walk. However, depending on the age of the spares being used, rubber belts may become brittle or stretch at different rates, and therefore the unused reels may be too old and/or otherwise incompatible to be used as part of the next replacement. Therefore, the replacement belt ordered may have to be of the full longest length, subject to guarantee of compatibility in writing from the belt manufacturer.

3.25 SPECIAL REQUIREMENTS FOR HURRICANE SEASON (June 1 to November 30):

For projects that are undergoing major repair or modernization, the contractor is responsible for parts, components and materials which are stored on the job site, not yet installed on the equipment. While every reasonable precaution will be taken to protect property, the County has some facilities which are prone to major flooding, due to design and/or location. In those cases, the contractor shall take measures to secure their work site and protect the County's equipment and facility, in the area of their work, and their equipment stored at the facility, or remove the equipment, parts, components and materials not yet installed, upon the issuance of a Hurricane Warning by the National Hurricane Center for the location of the subject facility. The County shall not be liable for any damage done to equipment, parts, components and materials not yet installed.

3.26 TELEPHONE MONITORING/ANSWERING SERVICE:

Provide as requested on a per elevator basis, for each elevator requested, state-of -the -art, 24-hour emergency telephone monitoring/answering services. Each call shall be digitally recorded and records of all actions shall be automatically stored for retrieval and review. Dispatchers shall instantly know where the emergency call was originated including exact location and elevator number. The monitoring staff shall be trained to appropriately handle emergency and non-emergency elevator calls. Emergency calls shall be dispatched to 911, and to the designated elevator contractor and the building emergency contact person. Non-emergency calls shall be dispatched to the designated building emergency contact person. All calls emergency and non-emergency shall be reported to the building emergency contact person.

SECTION 4
BID SUBMITTAL FORM

Submit Bid To:
CLERK OF THE BOARD
Stephen P. Clark Center
111 NW 1st Street
17th Floor, Suite 202
Miami, Florida 33128-1983

OPENING: 2:00 P.M.
WEDNESDAY
JULY, 29, 2009

PLEASE QUOTE PRICES F.O.B. DESTINATION, FREIGHT ALLOWED, LESS TAXES,
DELIVERED IN MIAMI-DADE COUNTY, FLORIDA

NOTE: Miami-Dade County is exempt from all taxes (Federal, State, and Local). Bid price should be less all taxes. Tax Exemption Certificate furnished upon request.

Issued by: DPM
JAS Purchasing Division

Date Issued: 6/26/09

This Bid Submittal Consists of
Pages 90 through 132

Sealed bids subject to the Terms and Conditions of this Invitation to Bid and the accompanying Bid Submittal. Such other contract provisions, specifications, drawings or other data as are attached or incorporated by reference in the Bid Submittal, will be received at the office of the Clerk of the Board at the address shown above until the above stated time and date, and at that time, publicly opened for furnishing the supplies or services described in the accompanying Bid Submittal Requirement.

**ELEVATOR MAINTENANCE SERVICES AND MODERNIZATION OF ELEVATOR
EQUIPMENT FOR VARIOUS MIAMI-DADE COUNTY DEPARTMENTS**

A Bid Deposit in the amount of N/A of the total amount of the bid shall accompany all bids

A Performance Bond in the amount of N/A of the total amount of the bid will be required upon execution of the contract
by the successful bidder and Miami-Dade County

DO NOT WRITE IN THIS SPACE

ACCEPTED _____ HIGHER THAN LOW _____

NON-RESPONSIVE _____ NON-RESPONSIBLE _____

DATE B.C.C. _____ NO BID _____

ITEM NOS. ACCEPTED _____

COMMODITY CODE: 295-70

Sr. Procurement Contracting Agent: Jose A Sanchez

FIRM NAME: _____

RETURN ONE ORIGINAL AND TWO COPIES OF BID SUBMITTAL PAGES AND AFFIDAVITS. THE
BIDDER MAY, AT BIDDER'S OPTION, ALSO PROVIDE THE EXCEL FILE CONTAINING THE
INFORMATION ON THE VENDOR PRICING DOCUMENT ON CD or DISKETTE. THE FILE TO BE
PROVIDED IS TO BE DOWNLOADED AT <http://services.miamidade.gov/DPM/SolicitationList.aspx>

FAILURE TO COMPLETE THE CERTIFICATION REGARDING LOCAL PREFERENCE ON PAGE 132 OF
SECTION 4, BID SUBMITTAL FORM SHALL RENDER THE VENDOR INELIGIBLE FOR LOCAL
PREFERENCE

FAILURE TO SIGN PAGE 132 OF SECTION 4, BID SUBMITTAL FORM, WILL RENDER YOUR BID NON-
RESPONSIVE

FIRM NAME: _____

GROUP I: AVIATION DEPARTMENT

	FREQUENCY	TOTAL PRICE
1.1 Eight (8) Westmount Industries belt type moving walks		
-Critical		
-Preventative Maintenance Frequency, as per paragraph 3.10		
DC# 6021; 8620D1 Skyride to Terminal D		
DC#6022; 8620D2 Skyride to Terminal D		
DC#6023; 8620E1 Skyride to Terminal E		
DC#6024; 8620E2 Skyride to Terminal E		
DC#6025; 8620E4 Skyride to Terminal E		
DC#6026; 8620E3 Skyride to Terminal E		
DC#6027; 8620F2 Skyride to Terminal F		
DC#6028; 8620F1 Skyride to Terminal F		
<u>Monthly Cost for Maintenance Services</u>		
Labor Component of Price \$ _____		
Materials Component of Price \$ _____		
A) Total Monthly Cost for Maintenance \$ _____	X 60 Months	\$ _____
B) Provide One (1) Westmont moving walk rubber belt 43"x 649'	1 each	\$ _____
C) Provide One (1) Westmont moving walk rubber belt 31" x 580'	1 each	\$ _____

For informational purposes only. These prices will not be considered in the evaluation for award.

D) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for overtime-preventive maintenance & repairs requiring more than two (2) hours of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required, and use Attachment 2 to outline proposed upgrades and costs, if required.

1.2 Building 100

One (1) Mowrey Hydraulic Passenger Elevator
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
2,500 Lbs @ 125 FPM, 2 stops/openings, State Serial 69294;
DC#6790, Manufacturer ID #1-3809

A) Monthly Cost for Maintenance Services

Labor Component of Price	\$ _____	
Materials Component of Price	\$ _____	
Total Monthly Cost for Maintenance	\$ _____	X 60 Months \$ _____

FIRM NAME: _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours

B) of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs an costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

1.3 Building 100

One (1) Mowrey Hydraulic Passenger Elevator
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
2,000 Lbs @ 125 FPM, 2
stops/openings, State Serial #66670;
DC#2653, Manufacturer ID n/a

Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

A) Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs an costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

1.4 Building 700

Three (3) Mowrey Hydraulic Passenger Elevators
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
3,500 Lbs @ 125 FPM, 3
stops/openings, 31'5" Rise, State Serial
#70384 - 70386; DC#7971-7973,
Manufacturer ID 1-4915-4917

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

FIRM NAME: _____

For informational purposes only. These prices will not be considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for overtime-preventive maintenance & repairs requiring more than two (2) hours of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required, and use Attachment 2 to outline proposed upgrades and costs, if required.

1.5 Building 702

Three (3) Mowrey Hydraulic Passenger Elevators

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3,500 Lbs @ 125 FPM, 3
stops/openings, 31'5" Rise, State Serial
70381, 70382, 70383; DC#7968, 7969,
7970, Manufacturer ID 1-4918-4920

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

B) Modernization of elevators per paragraph 3.22.

Three (3) Mowrey Hydraulic passenger elevators, per paragraph 3.21:

Three (3) each 3,500 Lbs @125 FPM; 3 stops.openings, s/n 71618,

1) Modernization for s/n 70381

\$ _____

2) Modernization for s/n 70382

\$ _____

3) Modernization for s/n 70383

\$ _____

For informational purposes only. These prices will not be considered in the evaluation for award.

C) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for overtime-preventive maintenance & repairs requiring more than two (2) hours of unit down time \$ _____

**BID SUBMITTAL FOR:
ELEVATOR MAINTENANCE SERVICES FOR
VARIOUS MIAMI-DADE COUNTY DEPARTMENTS**

FIRM NAME: _____

1.6 Building 706 (South)

One (1) Mowrey Hydraulic Passenger Elevator
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
3,500 Lbs @ 200 FPM, 3
stops/openings, State Serial #71103;
DC#8743, Manufacturer ID 5096

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____
Materials Component of Price \$ _____
Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

1.7 Building 706 (South)

One (1) Mowrey Hydraulic Passenger Elevator
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
3,500 Lbs @ 200 FPM, 3
stops/openings, State Serial #71104;
DC#8744, Manufacturer ID 5093

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____
Materials Component of Price \$ _____
Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

1.8 Building 706 (North Center)

One (1) Mowrey Hydraulic Passenger Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3,500 Lbs @ 200 FPM, 3

stops/openings, State Serial # 71105;

DC#8745, Manufacturer ID 5094

Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

A) Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be considered in the evaluation for award.**B) Overtime Preventive Maintenance and Repair**

In addition to A) above, total cost for

overtime-preventive maintenance &

repairs requiring more than two (2) hours

of unit down time \$ _____

*Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required, and use Attachment 2 to outline proposed upgrades and costs, if required.***1.9 Building 706 (North Center)**

One (1) Mowrey Hydraulic Passenger Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3,500 Lbs @ 200 FPM, 3

stops/openings, State Serial #71106;

DC#8746, Manufacturer ID 5095

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be considered in the evaluation for award.**B) Overtime Preventive Maintenance and Repair**

In addition to A) above, total cost for

overtime-preventive maintenance &

repairs requiring more than two (2) hours

of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required, and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

1.10 Building 706 (North)

One (1) Mowrey Hydraulic Passenger Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

One (1) Mowrey Hydraulic Passenger

Elevator, 3,500 Lbs @ 200 FPM, 3

stops/openings, State Serial #71117;

DC#8757, Manufacturer ID 5025

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time

\$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

1.11 Building 706 (North Center)

One (1) Mowrey Hydraulic Passenger Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3,500 Lbs @ 200 FPM, 3

stops/openings, State Serial #71118;

DC#8758, Manufacturer ID 5026

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time

\$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

1.12 Building 708 (South Center)

One (1) Mowrey Hydraulic Passenger Elevator
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
3,500 Lbs @ 200 FPM, 3
stops/openings, State Serial #71119;
DC#8759, Manufacturer ID 5027

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____
Materials Component of Price \$ _____
Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours

B) of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

1.13 Building 708 (South Center)

One (1) Mowrey Hydraulic Passenger Elevator
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
3,500 Lbs @ 200 FPM, 3
stops/openings, State Serial #71120;
DC#8760, Manufacturer ID 5028

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____
Materials Component of Price \$ _____
Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time

\$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

1.14 Building 716A

One (1) Mowrey Hydraulic Passenger Elevator
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
3,500 Lbs @ 200 FPM, 3
stops/openings, State Serial #71122;
DC#8762, Manufacturer ID 5366

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____
Materials Component of Price \$ _____
Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

1.15 Concourse E, Gate E-7

One (1) Mowrey/Sedwich Dumbwaiter
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
250 Lbs @ 50 FPM, 3 stops/openings,
State Serial #65340; DC#1253,
Manufacturer ID 2746

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____
Materials Component of Price \$ _____
Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

**BID SUBMITTAL FOR:
ELEVATOR MAINTENANCE SERVICES FOR
VARIOUS MIAMI-DADE COUNTY DEPARTMENTS**

FIRM NAME: _____

1.16 Concourse H, Gate H-12 Dobs House, Deli Bar

One (1) Mowrey Hydraulic passenger Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

4,000 Lbs @ 125 FPM, 2

stops/openings, State Serial #70160;

DC#7727, Manufacturer ID 98914

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time

\$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

1.17 Various Concourses

Two (2) Mollift Model AX Manual Operated Wheelchair Lift

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

2 stops/openings, Capacity 600 Lbs,

Permanent Serial #46339-40,

Manufacturer ID AE92318-AE92319

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____

X 60 Months \$ _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

B) Overtime Preventive Maintenance and Repair

In addition to A) above, total cost for
overtime-preventive maintenance &
repairs requiring more than two (2) hours
of unit down time

\$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

- 1 **Infrared Door Detector (without trade-in)**
A Material per car entrance (without trade-in of light ray and door edge)
 \$ _____ each
B Labor per car entrance (without trade-in of light ray and door edge)
 \$ _____ each
- 2 **Infrared Door Detector (with trade-in)**
A Material per car entrance (with trade-in of light ray and door edge)
 \$ _____ each
B Labor per car entrance (with trade-in of light ray and door edge)
 \$ _____ each
- 3 **ADA Compliant Car Operating Panel (4 floors or less)**
A Material per each car station (4 floors or less)
 \$ _____ each
B Labor per each car station (4 floors or less)
 \$ _____ each
- 4 **ADA Compliant Car Operating Panel (5 or more floors)**
A Material per each car station (5 or more floors)
 \$ _____ each
B Labor per each car station (5 or more floors)
 \$ _____ each
- 5 **ADA Compliant Hall Fixtures**
A Material per landing
 \$ _____ each
B Labor per landing
 \$ _____ each
- 6 **ADA Car Fixtures and Signals (except COP)**
A Material per entrance
 \$ _____ each
B Labor per entrance
 \$ _____ each
- 7 **CCTV Compatible Infrastructure (up to 60')**
A Material per elevator (up to 60')
 \$ _____ each
B Labor per elevator (up to 60')
 \$ _____ each
- 8 **CCTV Compatible Infrastructure (above 60')**
A Material add per foot of travel (above 60')
 \$ _____ each
B Labor add per foot of travel (above 60')
 \$ _____ each

FIRM NAME: _____

9 **Universal Firefighter Service Access Key Switch**

A Material per elevator (one elevator with two switches)

\$ _____ each

B Labor per elevator (one elevator with two switches)

\$ _____ each

C Material per each additional car

\$ _____ each

D Labor per each additional car

\$ _____ each

10 **Remote Elevator Monitoring**

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

11 **ADA Compliant Telephone
Installation**

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

Total for Group I Aviation; Items 1.1 - 1.17 \$ _____

GROUP II: GENERAL SERVICES ADMINISTRATION

	FREQUENCY	TOTAL PRICE
2.1 Hickman Garage 270 NW 2nd Street Two (2) Mowrey Gear Traction Passenger Elevator 2,500 Lbs @ 200 FPM, 7 stops/openings, s/n 71618, 71619 -Non-critical -Preventative Maintenance Frequency, as per paragraph 3.10		
A) <u>Monthly Cost for Maintenance Services</u>		
Labor Component of Price	\$ _____	
Materials Component of Price	\$ _____	
Total Monthly Cost for Maintenance	\$ _____	
	X 60 Months	\$ _____
B) <u>Modernization of elevators per paragraph 3.22.</u>		
Two (2) Mowrey Gear Traction elevators, per paragraph 3.21: Two (2) each 2,500 Lbs @200 FPM; t stops.openings, s/n 71618, 71619.		
1) Modernization for s/n 71618		\$ _____
2) Modernization for s/n 71619		\$ _____

FIRM NAME: _____

For informational purposes only. These prices will not be considered in the evaluation for award.

C) Alternates

1 Alternate No. 1 Elevator cabs as specified Bid Price:

\$ _____

1A Optional price: Replace cab in lieu of modernization:

\$ _____

2 Alternate for tambor:

\$ _____

2.2 Coral Gables Courts

3100 Ponce de Leon Boulevard, Coral Gables, Florida

One (1) Mowrey Hydraulic Passenger Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

2,500 Lbs @ 125 FPM, 2

stops/openings, serial number 8030,

Manufactures ID #9403xxxx

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required, and use Attachment 2 to outline proposed upgrades and costs, if required.

For informational purposes only. These prices will not be considered in the evaluation for award.

1 Infrared Door Detector (without trade-in)

A Material per car entrance (without trade-in of light ray and door edge)

\$ _____ each

B Labor per car entrance (without trade-in of light ray and door edge)

\$ _____ each

2 Infrared Door Detector (with trade-in)

A Material per car entrance (with trade-in of light ray and door edge)

\$ _____ each

B Labor per car entrance (with trade-in of light ray and door edge)

\$ _____ each

3 ADA Compliant Car Operating Panel (4 floors or less)

A Material per each car station (4 floors or less)

\$ _____ each

B Labor per each car station (4 floors or less)

\$ _____ each

FIRM NAME: _____

4 **ADA Compliant Car Operating Panel (5 or more floors)**

A Material per each car station (5 or more floors)

\$ _____ each

B Labor per each car station (5 or more floors)

\$ _____ each

5 **ADA Compliant Hall Fixtures**

A Material per landing

\$ _____ each

B Labor per landing

\$ _____ each

6 **ADA Car Fixtures and Signals (except COP)**

A Material per entrance

\$ _____ each

B Labor per entrance

\$ _____ each

7 **CCTV Compatible Infrastructure (up to 60')**

A Material per elevator (up to 60')

\$ _____ each

B Labor per elevator (up to 60')

\$ _____ each

8 **CCTV Compatible Infrastructure (above 60')**

A Material add per foot of travel (above 60')

\$ _____ each

B Labor add per foot of travel (above 60')

\$ _____ each

9 **Universal Firefighter Service Access Key Switch**

A Material per elevator (one elevator with two switches)

\$ _____ each

B Labor per elevator (one elevator with two switches)

\$ _____ each

C Material per each additional car

\$ _____ each

D Labor per each additional car

\$ _____ each

10 **Remote Elevator Monitoring**

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

FIRM NAME: _____

11

ADA Compliant TelephoneInstallation

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

Total for Group II GSA: Items 2.1-2.2 \$ _____

GROUP III: MIAMI-DADE PUBLIC HOUSING AGENCY

FREQUENCY

TOTAL PRICE

3.1 South Miami HUD #5-45

6701 SW 62nd Avenue

Two (2) Southeastren Westbrook Hydraulic Passenger Elevators

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

6 stops/openings, 3,500 Lbs @ 125

FPM. Manufacturer ID unknown

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

3.2 Stirrup Plaza HUD #5-58

Two (2) Southeastren Westbrook Hydraulic Passenger Elevators

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3,500 Lbs @ 125 FPM, 3

stops/openings, 31'5" Rise, Permanent

State Serial #7971-7973, Manufacturer

ID 1-4915-4917

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

3.3 Palm Court HUD #5-65

930 NW 95th Street
Two (2) Southeastren Westbrook Hydraulic Passenger Elevators
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
6 stops/openings, 3,500 Lbs @ 125
FPM. Permanent s/n 66038, 66039,
Manufacturer ID #6108, 6109

A) Monthly Cost for Maintenance Services

Labor Component of Price	\$ _____	
Materials Component of Price	\$ _____	
Total Monthly Cost for Maintenance	\$ _____	X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

3.4 Lemon City HUD #5-51

150 NE 68th Street
Two (2) Imperial Hydraulic Passenger Elevators
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10
4 stops/openings, 1 each @ 2,000 Lbs,
1 each @ 3,000 Lbs, both @ 125 FPM.
Permanent s/n 69480, 69481,

A) Monthly Cost for Maintenance Services

Labor Component of Price	\$ _____	
Materials Component of Price	\$ _____	
Total Monthly Cost for Maintenance	\$ _____	X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

3.5 Edison Park HUD #5-56

200 NW 55th Street
Two (2) Montgomery Hydraulic Passenger Elevators
-Non-critical
-Preventative Maintenance Frequency, as per paragraph 3.10

6 stops/openings, @ 3,500 Lbs, @ 125
FPM. Permanent s/n 69504, 69505,
Manufacturer ID CP-36143, CP-36144

A) Monthly Cost for Maintenance Services

Labor Component of Price	\$ _____	
Materials Component of Price	\$ _____	
Total Monthly Cost for Maintenance	\$ _____	X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

3.6 Smathers Plaza Apartment FLA #5-18

2970 SW 9th Street

Two (2) Eastern Hydraulic Passenger Elevators

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

Two (2) Eastern Hydraulic Passenger

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

3.7 Smathers Plaza (High Rise)

935 SW 30th Avenue

Two (2) ThyssenKrupp/Eastern Geared Traction Passenger Elevators

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

13 stops/openings, 1 each @ 2,000 Lbs,

1 each @ 2,500 Lbs, both @ 250 FPM,

Permanent s/n 69510, 69511,

Manufacturer ID 7015, 7016

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

3.8 PALMETTO GARDENS (FLA. 5-88)

16850 NW 55th Street

Miami, Florida

One (1) Schindler Haughton Hydraulic Passenger Stop Elevator (with openings)

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

2,500 Less @ 125 FPM

Manufacturer I.D. #90830

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

- 1 **Infrared Door Detector (without trade-in)**
 - A Material per car entrance (without trade-in of light ray and door edge)
\$ _____ each
 - B Labor per car entrance (without trade-in of light ray and door edge)
\$ _____ each
- 2 **Infrared Door Detector (with trade-in)**
 - A Material per car entrance (with trade-in of light ray and door edge)
\$ _____ each
 - B Labor per car entrance (with trade-in of light ray and door edge)
\$ _____ each
- 3 **ADA Compliant Car Operating Panel (4 floors or less)**
 - A Material per each car station (4 floors or less)
\$ _____ each
 - B Labor per each car station (4 floors or less)
\$ _____ each
- 4 **ADA Compliant Car Operating Panel (5 or more floors)**
 - A Material per each car station (5 or more floors)
\$ _____ each
 - B Labor per each car station (5 or more floors)
\$ _____ each
- 5 **ADA Compliant Hall Fixtures**
 - A Material per landing
\$ _____ each
 - B Labor per landing
\$ _____ each
- 6 **ADA Car Fixtures and Signals (except COP)**
 - A Material per entrance
\$ _____ each
 - B Labor per entrance
\$ _____ each
- 7 **CCTV Compatible Infrastructure (up to 60')**
 - A Material per elevator (up to 60')
\$ _____ each
 - B Labor per elevator (up to 60')
\$ _____ each
- 8 **CCTV Compatible Infrastructure (above 60')**
 - A Material add per foot of travel (above 60')
\$ _____ each
 - B Labor add per foot of travel (above 60')
\$ _____ each

FIRM NAME: _____

9 **Universal Firefighter Service Access Key Switch**

A Material per elevator (one elevator with two switches)

\$ _____ each

B Labor per elevator (one elevator with two switches)

\$ _____ each

C Material per each additional car

\$ _____ each

D Labor per each additional car

\$ _____ each

10 **Remote Elevator Monitoring**

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

11 **ADA Compliant Telephone
Installation**

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

Total for Group III Miami-Dade Public Housing Agency; Items 3.1 - 3.8 \$ _____

GROUP IV: MIAMI-DADE POLICE DEPARTMENT

	FREQUENCY	TOTAL PRICE
4.1 Northwest Station		
5975 Miami Lakes Drive		
One (1) Dover Hydraulic Passenger Elevator		
-Non-critical		
-Preventative Maintenance Frequency, as per paragraph 3.10		
2,100 Lbs @ 100 FPM, 3 stops/openings		
A) <u>Monthly Cost for Maintenance Services</u>		
Labor Component of Price	\$ _____	
Materials Component of Price	\$ _____	
Total Monthly Cost for Maintenance	\$ _____	
	X 60 Months	\$ _____

*Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.*

FIRM NAME: _____

4.2 Northside Station

2950 NW 83rd Street

One (1) Dover Hydraulic Passenger Elevators

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3 stops/openings, 2,100 Lbs @ 100

FPM, Permanent s/n 5562, Manufacturer

ID E-70928

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

4.3 Cutler Ridge Station

10800 SW 211th Street

(1) Dover Hydraulic Passenger Elevators

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3 stops/openings, 2,100 Lbs @ 100 FPM

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

4.4 Kendall Station

7707 SW 117th Avenue

One (1) Dover Hydraulic Passenger Elevators

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3 stops/openings, 2,000 Lbs @ 125 FPM

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

4.5 Intracoastal Station

15655 Biscayne Boulevard

One (1) Dover Hydraulic Passenger Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3 stops/openings, 2,100 Lbs, @ 100

FPM

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

For informational purposes only. These prices will not be
considered in the evaluation for award.

- 1 Infrared Door Detector (without trade-in)
A Material per car entrance (without trade-in of light ray and door edge)
\$ _____ each
B Labor per car entrance (without trade-in of light ray and door edge)
\$ _____ each
- 2 Infrared Door Detector (with trade-in)
A Material per car entrance (with trade-in of light ray and door edge)
\$ _____ each
B Labor per car entrance (with trade-in of light ray and door edge)
\$ _____ each
- 3 ADA Compliant Car Operating Panel (4 floors or less)
A Material per each car station (4 floors or less)
\$ _____ each
B Labor per each car station (4 floors or less)
\$ _____ each
- 4 ADA Compliant Car Operating Panel (5 or more floors)
A Material per each car station (5 or more floors)
\$ _____ each
B Labor per each car station (5 or more floors)
\$ _____ each
- 5 ADA Compliant Hall Fixtures
A Material per landing
\$ _____ each
B Labor per landing
\$ _____ each

FIRM NAME: _____

6 ADA Car Fixtures and Signals (except COP)

A Material per entrance

\$ _____ each

B Labor per entrance

\$ _____ each

7 CCTV Compatible Infrastructure (up to 60')

A Material per elevator (up to 60')

\$ _____ each

B Labor per elevator (up to 60')

\$ _____ each

CCTV Compatible Infrastructure (above
60')

8

A Material add per foot of travel (above 60')

\$ _____ each

B Labor add per foot of travel (above 60')

\$ _____ each

9 Universal Firefighter Service Access Key Switch

A Material per elevator (one elevator with two switches)

\$ _____ each

B Labor per elevator (one elevator with two switches)

\$ _____ each

C Material per each additional car

\$ _____ each

D Labor per each additional car

\$ _____ each

10 Remote Elevator Monitoring

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

ADA Compliant Telephone
Installation

11

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

Total for Group IV Miami-Dade Police Department \$ _____

FIRM NAME: _____

GROUP V: MIAMI-DADE WATER & SEWER DEPARTMENT

	FREQUENCY	TOTAL PRICE
5.1 Alexander Orr Water Treatment Plant 6800 SW 87 th Avenue One (1) Mowrey Hydraulic Passenger Elevator -Non-critical -Preventative Maintenance Frequency, as per paragraph 3.10 2,500 Lbs @ 125 FPM, 3 stops/openings		
A) <u>Monthly Cost for Maintenance Services</u>		
Labor Component of Price	\$	_____
Materials Component of Price	\$	_____
Total Monthly Cost for Maintenance	\$	_____
	X 60 Months	\$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

5.2 South District Waste Water Treatment Plant (Oxygen Plant)
 8950 SW 232nd Street
 One (1) Mowrey Hydraulic Passenger Elevator
 -Non-critical
 -Preventative Maintenance Frequency, as per paragraph 3.10
 2 stops/openings, 2,000 Lbs @ 125
 FPM, Permanent s/n 71624,
 Manufacturer ID 95-051181

A) <u>Monthly Cost for Maintenance Services</u>		
Labor Component of Price	\$	_____
Materials Component of Price	\$	_____
Total Monthly Cost for Maintenance	\$	_____
	X 60 Months	\$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

5.3 Alexander Orr Water Treatment Plant
 6800 SW 87th Avenue
 (1) Sheppard Dumbwaiter
 -Non-critical
 -Preventative Maintenance Frequency, as per paragraph 3.10

 3 stops/openings (Side Opening at 2nd),
 Serial #65354, Dade County #1270

A) <u>Monthly Cost for Maintenance Services</u>		
Labor Component of Price	\$	_____
Materials Component of Price	\$	_____
Total Monthly Cost for Maintenance	\$	_____
	X 60 Months	\$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required.

FIRM NAME: _____

and use Attachment 2 to outline proposed upgrades and costs, if required.

5.4 John E Preston Water Plant

1100 West 2nd Avenue, Hialeah

One (1) Westinghouse Geared Traction Service Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

4 stops/openings, Serial #67731, Dade

County #4175

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

5.5 John E Preston Water Plant

1100 West 2nd Avenue, Hialeah

One (1) Sedgewick Dumbwaiter

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3 stops/openings, Serial #67732, Dade

County #4176

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

5.6 Main Office

3575 S Lejeune Road

(1) Dover Hydraulic Passenger Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

3 stops/openings, Mfg ID #E-47273,

Serial #64657

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

FIRM NAME: _____

5.7 South District Waste Water Treatment Plant8950 S.W. 232nd Street

One (1) Dover Hydraulic Passenger Elevators

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

2 stops/openings, Mfg ID # E-69603, DC

#5511

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

5.8 Central District Wastewater Treatment Plant

Virginia Key, Florida

One (1) Dover Hydraulic Passenger Elevator

-Non-critical

-Preventative Maintenance Frequency, as per paragraph 3.10

2 stops/openings, 3,500 Lbs, @ 150 FPM, Perm S/S DC #5984, Mfg ID

#4044-200

A) Monthly Cost for Maintenance Services

Labor Component of Price \$ _____

Materials Component of Price \$ _____

Total Monthly Cost for Maintenance \$ _____ X 60 Months \$ _____

Please use Attachment #1 to outline proposed pre-maintenance repairs and costs, if required,
and use Attachment 2 to outline proposed upgrades and costs, if required.

For informational purposes only. These prices will not be
considered in the evaluation for award.

1 Infrared Door Detector (without trade-in)

A Material per car entrance (without trade-in of light ray and door edge)

\$ _____ each

B Labor per car entrance (without trade-in of light ray and door edge)

\$ _____ each

2 Infrared Door Detector (with trade-in)

A Material per car entrance (with trade-in of light ray and door edge)

\$ _____ each

B Labor per car entrance (with trade-in of light ray and door edge)

\$ _____ each

FIRM NAME: _____

3 **ADA Compliant Car Operating Panel (4 floors or less)**

A Material per each car station (4 floors or less)

\$ _____ each

B Labor per each car station (4 floors or less)

\$ _____ each

4 **ADA Compliant Car Operating Panel (5 or more floors)**

A Material per each car station (5 or more floors)

\$ _____ each

B Labor per each car station (5 or more floors)

\$ _____ each

5 **ADA Compliant Hall Fixtures**

A Material per landing

\$ _____ each

B Labor per landing

\$ _____ each

6 **ADA Car Fixtures and Signals (except COP)**

A Material per entrance

\$ _____ each

B Labor per entrance

\$ _____ each

7 **CCTV Compatible Infrastructure (up to 60')**

A Material per elevator (up to 60')

\$ _____ each

B Labor per elevator (up to 60')

\$ _____ each

8 **CCTV Compatible Infrastructure (above 60')**

A Material add per foot of travel (above 60')

\$ _____ each

B Labor add per foot of travel (above 60')

\$ _____ each

9 **Universal Firefighter Service Access Key Switch**

A Material per elevator (one elevator with two switches)

\$ _____ each

B Labor per elevator (one elevator with two switches)

\$ _____ each

C Material per each additional car

\$ _____ each

D Labor per each additional car

\$ _____ each

FIRM NAME: _____

10 Remote Elevator Monitoring

- A Material per elevator
\$ _____ each
B Labor per elevator
\$ _____ each

**11 ADA Compliant Telephone
Installation**

- A Material per elevator
\$ _____ each
B Labor per elevator
\$ _____ each

Total for Group V Miami-Dade Water and Sewer Department \$ _____

GROUP VI: Miami-Dade Public Library System

	FREQUENCY	TOTAL PRICE
6.1 SOUTH DADE REGIONAL LIBRARY		
10750 SW 211 th STREET, MIAMI, FLORIDA		
Two (2) Westinghouse Hydraulic Passenger Elevators		
Non-critical		
-Preventative Maintenance Frequency, as per paragraph 3.10		
3,000 Lbs. @ 125 FPM, 2 stops/openings,		
Mfg ID. #HG15530, HG15531; State s/n 65650, 65651; DC #1583, 1598		
A) <u>Monthly Cost for Maintenance Services</u>		
Labor Component of Price	\$ _____	
Materials Component of Price	\$ _____	
Total Monthly Cost for Maintenance	\$ _____	
	X 60 Months	\$ _____
B) <u>Modernization of elevators per paragraph 3.21.</u>		
Two (2) Westinghouse elevators, per paragraph 3.21: Two (2) each		
3,000 Lbs @125 FPM; two stops/openings; s/n 65650, 65651.		
1) Modernization for s/n 65650		\$ _____
2) Modernization for s/n 65651		\$ _____
C) <u>Alternates :</u>		
1 Alternate No. 1 Elevator cabs as specified Bid Price:		
		\$ _____
1A Optional price: Replace cab in lieu of modernization:		
		\$ _____
2 Alternate for tambor:		
		\$ _____

FIRM NAME: _____

For informational purposes only. These prices will not be
considered in the evaluation for award.

- 1 **Infrared Door Detector (without trade-in)**
 - A Material per car entrance (without trade-in of light ray and door edge)
\$ _____ each
 - B Labor per car entrance (without trade-in of light ray and door edge)
\$ _____ each
- 2 **Infrared Door Detector (with trade-in)**
 - A Material per car entrance (with trade-in of light ray and door edge)
\$ _____ each
 - B Labor per car entrance (with trade-in of light ray and door edge)
\$ _____ each
- 3 **ADA Compliant Car Operating Panel (4 floors or less)**
 - A Material per each car station (4 floors or less)
\$ _____ each
 - B Labor per each car station (4 floors or less)
\$ _____ each
- 4 **ADA Compliant Car Operating Panel (5 or more floors)**
 - A Material per each car station (5 or more floors)
\$ _____ each
 - B Labor per each car station (5 or more floors)
\$ _____ each
- 5 **ADA Compliant Hall Fixtures**
 - A Material per landing
\$ _____ each
 - B Labor per landing
\$ _____ each
- 6 **ADA Car Fixtures and Signals (except COP)**
 - A Material per entrance
\$ _____ each
 - B Labor per entrance
\$ _____ each
- 7 **CCTV Compatible Infrastructure (up to 60')**
 - A Material per elevator (up to 60')
\$ _____ each
 - B Labor per elevator (up to 60')
\$ _____ each
- 8 **CCTV Compatible Infrastructure (above 60')**
 - A Material add per foot of travel (above 60')
\$ _____ each
 - B Labor add per foot of travel (above 60')
\$ _____ each

FIRM NAME: _____

9 Universal Firefighter Service Access Key Switch

A Material per elevator (one elevator with two switches)

\$ _____ each

B Labor per elevator (one elevator with two switches)

\$ _____ each

C Material per each additional car

\$ _____ each

D Labor per each additional car

\$ _____ each

10 Remote Elevator Monitoring

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

**11 ADA Compliant Telephone
Installation**

A Material per elevator

\$ _____ each

B Labor per elevator

\$ _____ each

Total for Group VI Miami-Dade Public Library

\$ _____

GROUP VII: Pre-qualification (spot market purchase) to provide modernization of elevators; as per paragraph 2.3, Group 7

<u>Minimum Qualifications</u>	<u>Initial if compliant</u>
Paragraph 3.2; Competency of Bidder	
Paragraph 3.3; Technical Intent	
Paragraph 3.9; Submittals for Modernization	
Paragraph 3.13; Contractor's Personnel	
Paragraph 3.18; Working Hours	

GROUP VIII: Telephone Monitoring/Answering

50 each

Charge per elevator per month

\$ _____ each

FIRM NAME: _____

FIRM NAME: _____

ATTACHMENT # 1

PREMAINTENANCE REPAIRS WORKSHEET

Bidder shall describe below the repairs (if any) that are of immediate need to provide safe and proper operation of the equipment to be maintained.

Group #	Item #	Serial # or Manufacturer ID #

Description of proposed premainenance work:

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Total Cost \$ _____

FIRM NAME: _____

FIRM NAME: _____

ATTACHMENT # 2

PREMAINTENANCE UPGRADES WORKSHEET

Bidder shall describe below the suggested upgrades to comply with the Present Day Code or Manufacturer's recommendations.

Group #	Item #	Serial # or Manufacturer ID #

Description of proposed upgrades:

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no text or other markings on the paper.

Total Cost \$ _____

BID SUBMITTAL FOR:

ELEVATOR MAINTENANCE SERVICES AND MODERNIZATION OF ELEVATOR
EQUIPMENT FOR VARIOUS MIAMI-DADE COUNTY DEPARTMENTS

FIRM NAME: _____

ATTACHMENT #3

LABOR AND MATERIALS STATEMENT

(NOTE: THIS SECTION:
APPLIES TO ALL GROUPS
AND MAINTENANCE BID
ITEMS)

The monthly paid price stipulated in all Bids Items shall be divided into labor factor and materials factor costs, which shall be adjusted as specified in Paragraph 2.6 of the Bid Specifications.

Labor components will be based upon the following:

Straight time hourly labor cost paid to mechanics applicable to this contract is \$_____ of which \$_____ constitutes the cost of fringe benefits, effective date is.

_____.

The baseline for Material Components of the price will be based on Producers Price Index (PPI), Commodity Code #10 for Metals and Metal products.

Please provide the current Producer Price Index and the month/year:

_____.

BID SUBMITTAL FOR:

ELEVATOR MAINTENANCE SERVICES AND MODERNIZATION OF ELEVATOR
EQUIPMENT FOR VARIOUS MIAMI-DADE COUNTY DEPARTMENTS

FIRM NAME: _____

ATTACHMENT #4CHARGES FOR OPTIONAL EMERGENCY/ADDITIONAL SERVICES AT EACH OF THE LISTED
LOCATIONS, prices apply to all items

Note: Rate of labor to be paid by the County for emergency services in accordance with Paragraph 2.38 and 3.12 of the specifications as follows:

<u>ELEVATOR MECHANIC'S HELPER</u>	<u>STAND-BY</u>	<u>MINOR REPAIR</u>	<u>MAJOR REPAIR</u>
During Regular working hours:	\$ _____ /Hr.	\$ _____ /Hr.	\$ _____ /Hr.
During other than regular working hours and Saturdays	\$ _____ /Hr.	\$ _____ /Hr.	\$ _____ /Hr.
During Sundays and Holidays:	\$ _____ /Hr.	\$ _____ /Hr.	\$ _____ /Hr.
<u>ELEVATOR MECHANIC</u>	<u>STAND-BY</u>	<u>MINOR REPAIR</u>	<u>MAJOR REPAIR</u>
During Regular working hours:	\$ _____ /Hr.	\$ _____ /Hr.	\$ _____ /Hr.
During other than regular working hours and Saturdays	\$ _____ /Hr.	\$ _____ /Hr.	\$ _____ /Hr.
During Sundays and Holidays:	\$ _____ /Hr.	\$ _____ /Hr.	\$ _____ /Hr.
<u>ELEVATOR FOREMAN/ADJUSTOR</u>	<u>STAND-BY</u>	<u>MINOR REPAIR</u>	<u>MAJOR REPAIR</u>
During Regular working hours:	\$ _____ /Hr.	\$ _____ /Hr.	\$ _____ /Hr.
During other than regular working hours and Saturdays	\$ _____ /Hr.	\$ _____ /Hr.	\$ _____ /Hr.
During Sundays and Holidays:	\$ _____ /Hr.	\$ _____ /Hr.	\$ _____ /Hr.

The contractor will be obligated to perform work at the rates specified, but the County will not be obligated to obtain emergency or additional services from the Contractor if it does not desire to do so.

For definition of minor/major work see paragraph 3.1 minor work shall be considered as that which can be performed by one person, i.e. call back or other work as recognized by industry standards as minor.

Parts and purchased goods used as a part of open order work (not including firm quotations) described in paragraph 3.11 A-C shall be priced in accordance with the following:

Original equipment manufacturer parts, or authorized replacements, shall be priced in accordance with the contractor's OEM catalog prices, less this percentage: _____.

External purchased products shall be priced at actual cost paid, plus awarded vendor markup _____ (mark-up).

BID SUBMITTAL FOR:

ELEVATOR MAINTENANC SERVICES FOR VARIOUS MIAMI-DADE
COUNTY DEPARTMENTS

FIRM NAME: _____

ATTACHMENT #5CERTIFICATE OF COMPETENCYDate: ____/____/____
Month Day Year

CERTIFICATE #: _____

CERTIFICATE OF COMPETENCY:

Name of Examining Board: _____

Complete address of Examining Board: _____

Name of Qualified Person: _____

Address of Qualified Person: _____

Business Phone Number of Qualified Person: _____

Expiration Date of Certificate of Competency: ____/____/____
Month Day Year

ATTACH PHOTOCOPY FOR VERIFICATION OF THE ABOVE

EXPERIENCE:

I/WE hereby certify that we have been in the business of Elevator and/or Escalator Maintenance Service (as stated in paragraphs 3.2 and/or specifications) since:

____/____/____ and to this date ____/____/____
Month Day Year Month Day Year

have _____ year's experience.

BID NO.: 1233-5/19

BID SUBMITTAL FOR:

ELEVATOR MAINTENANCE SERVICES FOR VARIOUS MIAMI-DADE
COUNTY DEPARTMENTS

FIRM NAME:

ATTACHMENT #6

EMPLOYEE, FACILITY, AND ADDITIONAL INFORMATION

EMPLOYEES OF CONTRACTOR RESPONSIBLE FOR THIS CONTRACT:

[illegible]

BID SUBMITTAL FOR:

ELEVATOR MAINTENANC SERVICES FOR VARIOUS MIAMI-DADE
COUNTY DEPARTMENTS

FIRM NAME: _____

Continuation of Attachment #6 (page 2 of 4)

MAIN OPERATING FACILITY:NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____
ZIP: _____
PHONE #: () _____ - _____WAREHOUSE/FACILITY THAT WILL SERVICE THIS CONTRACTNAME: _____
ADDRESS: _____
CITY: _____ STATE: _____
ZIP: _____
PHONE #: () _____ - _____SOURCE OF TECHNICAL INFORMATION:NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____
ZIP: _____
PHONE #: () _____ - _____SOURCE OF MAJOR REPLACEMENT AND SPARE PARTS:NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____
ZIP: _____
PHONE #: () _____ - _____

BID SUBMITTAL FOR:
ELEVATOR MAINTENANC SERVICES FOR VARIOUS MIAMI-DADE
COUNTY DEPARTMENTS

FIRM NAME: _____

Continuation of Attachment #6 (page 3 of 4)

PARTS LENDING PLAN IN FORCE WITH:

NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____
ZIP: _____
PHONE #: () _____ - _____

MACHINE SHOP FACILITIES:

NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____
ZIP: _____
PHONE #: () _____ - _____

ELECTRIC APPARATUS REPAIR SHOP:

NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____
ZIP: _____
PHONE #: () _____ - _____

NOTE: Copies of agreements with appropriate outside vendors, companies and spare lending parts may be required of the successful bidder.

STATEMENT PER GROUP SUPERVISORY CONTROL EXPERIENCE

I/WE have _____ year experience in Group Supervisor Control or solid-state microprocessor control of the same kind and with identical equipment as subject of this contract and as reference we furnish the following addresses:

BID SUBMITTAL FOR:

ELEVATOR MAINTENANC SERVICES FOR VARIOUS MIAMI-DADE
COUNTY DEPARTMENTS

FIRM NAME: _____

Continuation of Attachment #6 (page 4 of 4)

COMPANY AND/OR BUILDING NAME:

NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____
ZIP: _____
PHONE #: () _____ - _____

SUPERVISOR OF ABOVE PLACE:

NAME: _____
ADDRESS: _____
CITY: _____ STATE: _____
ZIP: _____
PHONE #: () _____ - _____

ELEVATOR CHARACTERISTICS OF ABOVE PLACE(S):

BID SUBMITTAL FOR:

ELEVATOR MAINTENANC SERVICES FOR VARIOUS MIAMI-DADE
COUNTY DEPARTMENTS

FIRM NAME: _____

ATTACHMENT #7TOOLS

Description:	On Truck	In Shop	Other Source	On Job
1. Visicorder Chart Recording Scope				
2. Machine tools capable of grooving the main driving sheave on the job site.				
3. Electric Commutator Undercutting Tool				
4. Commutator Resurfacing Tool that allows precision resurfacing of the Commutator without removal from the machine room for motors and generators. These shall be specific surfacing tools for the motors and generators covered under these specifications.				
5. Rope Shortening Tools				
6. Heavy-Duty Gear and Sprocket Pullers for the specific machines covered under these specifications.				
7. Digital Volt-Ohm Meters				
8. Hydraulic Load Weighting Calibration Tool				
9. Handrail Vulcanizer				
10. Stator Core Extractors for specific machines				
11. Brake Coupling Pullers				
12. Guillotine Type Wire-Rope Cutters				
13. Quick Thrust Gauge of the Chatillion Type				
14. Door Thrust Gauge of the Chatillion Type				
15. Brake Torque Meter Adjuster's Meter Kits				
16. Escalator New Bearing Replacement Kits				
17. Gear Alignment Kits				
18. Step-pin Lifters for escalators				
19. Contact Aligning Tools				
20. Microcomputer Based Traffic Analyzer Delta Model #5049				
21. Brush Spring Tensionmeters				
22. Packing Pullers				
23. Caliper type Micrometers				
24. Elevator Safety Dynameter				
25. Torque Multipliers for elevator safety tests				
26. Hydraulic Oil Filtering Units				
27. Escalator Chain Breakers				

Note: Prospective bidders may attach additional sheets of information, if necessary.

BID SUBMITTAL FOR:

**ELEVATOR MAINTENANCE SERVICES AND MODERNIZATION OF ELEVATOR
EQUIPMENT FOR VARIOUS MIAMI-DADE COUNTY DEPARTMENTS**

FIRM NAME: _____

ATTACHMENT FORM #8

COMMUNICATION

Date: _____ / _____ / _____
Month Day Year

STATEMENT:

I/WE agree to the following:

To be in contact with our personnel through pagers (beepers) and/or radio communications.

All handwritten reports shall be neat and legible.

To submit to Dade County the results of all safety tests including pressure tests, annual and full load test, and to complete and return to Dade County their standard safety test form if requested.

Signature: _____

BID SUBMITTAL FOR:

ELEVATOR MAINTENANCE SERVICES AND MODERNIZATION OF ELEVATOR
EQUIPMENT FOR VARIOUS MIAMI-DADE COUNTY DEPARTMENTS

FIRM NAME: _____

ATTACHMENT FORM #9

ANNUAL ESCALATOR/MOVING WALK TEST

DATE _____

COMPANY _____

AWARD SHEET _____

SERIAL #: _____

ANNUAL TEST RESULTS

BRAKE TORQUE _____

SKIRT INDEX _____

COMMENTS:

INSPECTOR

MECHANIC

Signature

Signature

Print name

Print name

CEI # _____ CET # _____

SECTION 4
BID SUBMITTAL FOR:

ELEVATOR MAINTENANCE SERVICES AND MODERNIZATION OF ELEVATOR EQUIPMENT
FOR VARIOUS MIAMI-DADE COUNTY DEPARTMENTS

ACKNOWLEDGEMENT OF ADDENDA

INSTRUCTIONS: COMPLETE PART I OR PART II, WHICHEVER APPLIES

PART I:

LIST BELOW ARE THE DATES OF ISSUE FOR EACH ADDENDUM RECEIVED IN
CONNECTION WITH THIS BID

Addendum #1, Dated _____

Addendum #2, Dated _____

Addendum #3, Dated _____

Addendum #4, Dated _____

Addendum #5, Dated _____

Addendum #6, Dated _____

Addendum #7, Dated _____

Addendum #8, Dated _____

PART II:

☐ NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____ DATE: _____

TITLE OF OFFICER: _____

BID SUBMITTAL FORM**Bid Title: Elevator Maintenance Services and Modernization of Elevator Equipment for various Miami-Dade County Departments:**

By signing this Bid Submittal Form the Bidder certifies that it satisfies all legal requirements (as an entity) to do business with the County, including all Conflict of Interest and Code of Ethics provisions in Section 2-11 of the Miami-Dade County Code. Any County employee or member of his or her immediate family seeking to contract with the County shall seek a conflict of interest opinion from the Miami-Dade County Ethics Commission prior to submittal of a Bid response or application of any type to contract with the County by the employee or his or her immediate family and file a copy of that request for opinion and any opinion or waiver from the Board of County Commissioners with the Clerk of the Board. The affected employee shall file with the Clerk of the Board a statement in a form satisfactory to the Clerk disclosing the employee's interest or the interest of his or her immediate family in the proposed contract and the nature of the intended contract at the same time as or before submitting a Bid, response, or application of any type to contract with the County. Also a copy of the request for a conflict of interest opinion from the Ethics Commission and any corresponding opinion, or any waiver issued by the Board of County Commissioners, must be submitted with the response to the solicitation.

In accordance with Sec. 2-11.1(s) of the County Code as amended, prior to conducting any lobbying regarding this solicitation, the Bidder must file the appropriate form with the Clerk of the Board stating that a particular lobbyist is authorized to represent the Bidder. Failure to file the appropriate form in relation to each solicitation may be considered as evidence that the Bidder is not a responsible contractor.

The Bidder confirms that this Bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid for the same goods and/or services and in all respects is without collusion, and that the Bidder will accept any resultant award. Further, the undersigned acknowledges that award of a contract is contingent upon vendor registration. Failure to register as a vendor within the specified time may result in your firm not being considered for award.

Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information prior to entering into a contract with or receiving funding from the County.

- ☐ **Place a check mark here only if bidder has such conviction to disclose to comply with this requirement.**

COUNTY USER ACCESS PROGRAM (UAP): Joint purchase and entity revenue sharing program

For the County's information, the bidder is requested to indicate, at 'A' and 'B' below, its general interest in participating in the Joint Purchase Program of the County User Access Program (UAP) described in Section 2.21 of this contract solicitation, if that section is present in this solicitation document. Vendor participation in the Joint Purchase portion of the UAP is voluntary, and the bidder's expression of general interest at 'A' and 'B' below is for the County's information only and shall not be binding on the bidder.

- A. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located within the geographical boundaries of Miami-Dade County?
 Yes _____ No _____
 and _____
- B. If awarded this County contract, would you be interested in participating in the Joint Purchase portion of the UAP with respect to other governmental, quasi-governmental or not-for-profit entities located outside the geographical boundaries of Miami-Dade County?
 Yes _____ No _____

LOCAL PREFERENCE CERTIFICATION: The responding vendor hereby attests, by checking one of the following blocks, that it is ☐, or is not ☐, a local business. For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that conforms with the provisions of Section 1.10 of the General Terms and Conditions of this solicitation and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base. **Failure to complete this certification at this time (by checking the appropriate box above) shall render the vendor ineligible for Local Preference.**

Firm Name: _____

Street Address: _____

Mailing Address (if different): _____

Telephone No. _____

Fax No. _____

Email Address: _____

FEIN No. ____/____/____/____/____/____/____/____

Prompt Payment Terms: ____% ____ days net ____ days
 (Please see paragraph 1.2 H of General Terms and Conditions)

****"By signing this document the bidder agrees to all Terms and Conditions of this Solicitation and the resulting Contract"***

Signature: _____
 (Signature of authorized agent)

Print Name: _____ Title: _____

Failure to sign this page shall render your Bid non-responsive.

APPENDIX

AFFIDAVITS

FORMAL BIDS



Miami-Dade County
Department of Procurement Management
Affirmation of Vendor Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008, vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Contract No. : _____ Federal Employer
Identification Number (FEIN): _____

Contract Title: _____

Affidavits and Legislation/ Governing Body

1. Miami-Dade County Ownership Disclosure Sec. 2-8.1 of the County Code	6. Miami-Dade County Vendor Obligation to County Section 2-8.1 of the County Code
2. Miami-Dade County Employment Disclosure County Ordinance No. 90-133, amending Section 2-8-1(d)(2) of the County Code	7. Miami-Dade County Code of Business Ethics Article 1, Section 2-8.1(f) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code
3. Miami-Dade County Employment Drug-free Workplace Certification Section 2-8.1.2(b) of the County Code	8. Miami-Dade County Family Leave Article V of Chapter 11 of the County Code
4. Miami-Dade County Disability Non-Discrimination Article 1, Section 2-8.1.5 Resolution R182-00 amending R-385-95	9. Miami-Dade County Living Wage Section 2-8.9 of the County Code
5. Miami-Dade County Debarment Disclosure Section 10.38 of the County Code	10. Miami-Dade County Domestic Leave and Reporting Article 8, Section 11A-60 11A-67 of the County Code

Printed Name of Affiant _____ Printed Title of Affiant _____ Signature of Affiant _____

Name of Firm _____ Date _____

Address of Firm _____ State _____ Zip Code _____

Notary Public Information

Notary Public – State of _____ County of _____

Subscribed and sworn to (or affirmed) before me this _____ day of, _____ 20 _____

by _____ He or she is personally known to me ☐ or has produced identification ☐

Type of identification produced _____

Signature of Notary Public _____ Serial Number _____

Print or Stamp of Notary Public _____ Expiration Date _____ Notary Public Seal _____

In compliance with Miami-Dade County Ordinance 97-35, the Bidder shall submit with the bid proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding subcontractors in accordance with Section 1, Paragraph 1.15

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Signature

Date _____

SUBCONTRACTOR/SUPPLIER LISTING
(Ordinance 97-104)

Firm Name of Prime Contractor/Respondent: _____

Bid No.: _____ Title: _____

This form, or a comparable listing meeting the requirements of Ordinance No. 97-104 MUST be completed, signed and submitted by all bidders and respondents on County contracts for purchases of supplies, materials or services, including professional services which involve expenditures of \$100,000 or more, and all bidders and respondents on County or Public Health Trust construction contracts which involve expenditures of \$100,000 or more. A bidder or respondent who is awarded the contract shall not change or substitute first tier subcontractors or direct suppliers or the portions of the contract work to be performed or materials to be supplied from those identified, except upon written approval of the County. This form, or a comparable listing meeting the requirements of Ordinance No. 97-104, MUST be completed, signed and submitted even though the bidder or proposer will not utilize subcontractors or suppliers on the contract. The bidder or proposer should enter the word "NONE" under the appropriate heading of sub form 100 in those instances where no subcontractors or suppliers will be used on the contract.

Business Name and Address of First Tier Subcontractor/Subconsultant	Principal Owner	Scope of Work to be Performed by Subcontractor/Subconsultant	(Principal Owner) Gender Race
Business Name and Address of Direct Supplier	Principal Owner	Supplies/Materials/Services to be Provided by Supplier	(Principal Owner) Gender Race

I certify that the representations contained in this Subcontractor/Supplier Listing are to the best of my knowledge true and accurate

Prime Contractor/Respondent's Signature

Print Name
(Duplicate if additional space is needed)

Print Title

FORM 100

Date

A standard recycling symbol consisting of three chasing arrows forming a triangle.

NAME		
ADDRESS		
CITY	STATE	ZIP
SIGNATURE	TITLE	

Note: This affidavit will be requested from all bidders once bids are received and evaluated.

COLLUSION AFFIDAVIT

(Code of Miami-Dade County Section 2-8.1.1 and 10-33.1) (Ordinance No. 08-113)

BEFORE ME, A NOTARY PUBLIC, personally appeared _____ who being duly sworn states: (insert name of affiant)

I am over 18 years of age, have personal knowledge of the facts stated in this affidavit and I am an owner, officer, director, principal shareholder and/or I am otherwise authorized to bind the bidder of this contract.

I state that the bidder of this contract:

☐ is not related to any of the other parties bidding in the competitive solicitation, and that the contractor's proposal is genuine and not sham or collusive or made in the interest or on behalf of any person not therein named, and that the contractor has not, directly or indirectly, induced or solicited any other proposer to put in a sham proposal, or any other person, firm, or corporation to refrain from proposing, and that the proposer has not in any manner sought by collusion to secure to the proposer an advantage over any other proposer.

OR
☐ is related to the following parties who bid in the solicitation which are identified and listed below:

Note: Any person or entity that fails to submit this executed affidavit shall be ineligible for contract award. In the event a recommended contractor identifies related parties in the competitive solicitation its bid shall be presumed to be collusive and the recommended contractor shall be ineligible for award unless that presumption is rebutted by presentation of evidence as to the extent of ownership, control and management of such related parties in the preparation and submittal of such bids or proposals. Related parties shall mean bidders or proposers or the principals, corporate officers, and managers thereof which have a direct or indirect ownership interest in another bidder or proposer for the same agreement or in which a parent company or the principals thereof of one (1) bidder or proposer have a direct or indirect ownership interest in another bidder or proposer for the same agreement. Bids or proposals found to be collusive shall be rejected.

By: _____ 20 ____
Signature of Affiant Date

Printed Name of Affiant and Title Federal Employer Identification Number

Printed Name of Firm

Address of Firm

SUBSCRIBED AND SWORN TO (or affirmed) before me this _____ day of _____, 20____

He/She is personally known to me or has presented _____ as identification.
Type of identification

Signature of Notary Serial Number

Print or Stamp Name of Notary Expiration Date

Notary Public – State of _____

Notary Seal